

# **Department of Social Services Support Divisions**

## **Fiscal Year 2017 Budget Request**

**Brian Kinkade, Director**

# **Table of Contents**

**Department Of Social Services  
Supports Division  
Table Of Contents**

|   |    |  |     |
|---|----|--|-----|
| <b>Department Overview.....</b>                         | 1  | <b>Recovery Audit &amp; Compliance Contract</b>        |     |
|   |    | Core.....  | 61  |
| <b>State Auditor's Report Oversight Evaluation.....</b> | 2  | <b>Division of Finance and Administrative Services</b> |     |
|   |    | Core.....  | 69  |
| <b>Programs Subject to Sunset.....</b>                  | 3  |  |     |
| <b>Department's Request Summary.....</b>                | 7  | <b>Revenue Maximization</b>                            |     |
|   |    | Core.....  | 80  |
| <b>Office of Director</b>                               | 10 | <b>Receipt and Disbursement- Refunds</b>               |     |
| Core.....   |    | Core.....  | 88  |
| <b>MO Dex</b>   | 18 | <b>Neglected and Delinquent Children</b>               |     |
| Core.....   |    | Core.....  | 96  |
| <b>Federal Grants and Donations</b>                     | 25 | <b>Division of Legal Services</b>                      |     |
| Core.....   |    | Core.....  | 103 |
| <b>Human Resource Center</b>                            | 33 |  |     |
| Core.....   |    |  |     |
| <b>Missouri Medicaid Audit and Compliance</b>           | 43 |  |     |
| Core.....   |    |  |     |
| <b>System Management</b>                                | 52 |  |     |
| Core.....   |    |  |     |

# **Department Overview**



*Your Potential. Our Support.*

---

The Missouri Department of Social Services (DSS) was constitutionally established in 1974. It is charged with administering programs to promote, safeguard and protect the general welfare of children; to maintain and strengthen family life; and, to aid people in need as they strive to achieve their highest level of independence.

The department has 4 program divisions (Children's Division, Family Support Division, MO HealthNet Division and Division of Youth Services) and 2 support divisions (Divisions of Finance and Administrative Services and Legal Services) reporting to the Office of the Director. The Office of the Director oversees and coordinates the division's programs and services.

#### **Mission**

To maintain or improve the quality of life for Missouri citizens.

#### **Vision**

Safe, healthy and prosperous Missourians

#### **Guiding Principles**

- Results;
- Excellence in Service;
- Proficiency;
- Integrity;
- Stewardship; and,
- Accountability.

#### **Core Functions**

- Child protection and permanency;
- Youth rehabilitation;
- Access to quality health care; and,
- Maintaining and strengthening families.

# **State Auditors Reports and Oversight Evaluations**

**State Auditor's Reports and Oversight Evaluations**

| <b>Program or Division Name</b>   | <b>Type of Report</b>                         | <b>Date Issued</b> | <b>Website</b>  |
|---|---|--------------------|---|
| Social Services/MO HealthNet Division<br>Medicaid Management Information System Data Security         | State Auditor's Report<br>Report No. 2013-020 | 03/2013            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| State of Missouri Single Audit<br>Year Ended June 30, 2012  | State Auditor's Report<br>Report No. 2013-24  | 03/2013            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/Children's Division<br>Early Childhood Development, Education and Care Fund           | State Auditor's Report<br>Report No. 2013-046 | 06/2013            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/Family Support Division<br>Electronic Benefit Transfer (EBT) Transaction Restrictions | State Auditor's Report<br>Report No. 2013-143 | 12/2013            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/Division of Youth Services<br>Management Advisory Report                              | State Auditor's Report<br>Report No. 2013-147 | 12/2013            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/Welfare Investigation Unit<br>Program Evaluation                                      | Oversight Division<br>Program Evaluation      | 01/2014            | <a href="http://www.moga.mo.gov">www.moga.mo.gov</a><br>Program Evaluations |
| State of Missouri Single Audit<br>Year Ended June 30, 2013  | State Auditor's Report<br>Report No. 2014-017 | 03/2014            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/MO HealthNet Division<br>Payment and Cost Recovery                                    | State Auditor's Report<br>Report No. 2014-140 | 12/2014            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| Social Services/Children's Division<br>Early Childhood Development, Education and Care Fund           | State Auditor's Report<br>Report No. 2015-005 | 02/2015            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |
| State of Missouri Single Audit<br>Year Ended June 30, 2014  | State Auditor's Report<br>Report No. 2015-014 | 03/2015            | <a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a><br>Audit Reports |

The above chart includes audits released by the State Auditor's Office in FY13, FY14, and FY15 as well as FY14 Program Evaluations by the Joint Committee on Legislative Research's Oversight Division.

# **Programs Subject to MO Sunset Act**

**Programs Subject to Missouri Sunset Act**

| <b>Program</b>   | <b>Statutes Establishing</b>                   | <b>Sunset Date</b> | <b>Review Status</b>   |
|--|--|--------------------|--|
| Ground Ambulance Service Allowance                         | §§ 190.800-190.839<br>Sunset Clause: § 190.839 | September 30, 2016 | SB 210 (2015) extended the sunset for the Ground Ambulance Services Reimbursement Allowance (Ambulance Tax) to September 30, 2016.<br><br>The MO HealthNet Division must obtain CMS approval of a Medicaid State Plan Amendment for the tax.   |
| Nursing Facility Reimbursement Allowance                   | §§ 198.401-198.439<br>Sunset Clause: § 198.439 | September 30, 2016 | SB 210 (2015) extended the sunset of the Nursing Facility Reimbursement Allowance to September 30, 2016.<br><br>The Nursing Facility Reimbursement Allowance is a critical funding stream to provided state matching funds for federal reimbursement under the state/federal Medicaid program. |
| Medicaid Managed Care Organization Reimbursement Allowance | § 208.437<br>Sunset Clause: § 208.437.5        | September 30, 2016 | SB 210 (2015) extended the sunset of the Medicaid Managed Care Reimbursement Allowance(MCRA) to September 30, 2016.<br><br>Although allowable in statute, current federal law does not allow the state to operate the MO HealthNet Managed Care Reimbursement Allowance.                       |
| Federal Reimbursement Allowance                            | § 208.480<br>Sunset Clause: § 208.480          | September 30, 2016 | SB 210 (2015) extended the sunset of the Hospital Federal Reimbursement Allowance (FRA) to September 30, 2016.<br><br>The Federal Reimbursement Allowance is a critical funding stream to provide state matching funds for federal reimbursement under the state/federal Medicaid program.     |

| <b>Program</b>  | <b>Statutes Establishing</b>                    | <b>Sunset Date</b> | <b>Review Status</b>  |
|---|---|--------------------|---|
| Pharmacy Tax  | § 338.535-338.350<br>Sunset Clause: § 338.550.2 | September 30, 2016 | SB 62 (2011) extended the sunset of the Pharmacy Tax to September 30, 2016.<br><br>The Pharmacy Tax is a critical funding stream to provide state matching funds for federal reimbursement under the state/federal Medicaid program.  |
| Intermediate Care Facility for the Mentally Retarded Provider Tax | § 633.401<br>Sunset Clause: § 633.401.16        | September 30, 2016 | SB 62 (2011) extended the sunset of the Intermediate Care Facility for the Mentally Retarded Provider Tax (ICFMR) to September 30, 2016.<br><br>The Intermediate Care Facility for the Mentally Retarded Provider Tax is a critical funding stream to provide state matching funds for federal reimbursement to under the state/federal Medicaid program. |
| Residential Treatment Tax Credit                                  | § 135.1150<br>Sunset Clause: § 135.1150.8       | December 31, 2016  | SB 614 (2006) created the residential Treatment Tax Credit. HB 1172 (2012) extended the sunset to December 31, 2016.<br><br>The Residential Treatment Tax Credit may be claimed on donations to qualified residential treatment centers of children's services.   |
| Developmental Disability Care Provider Tax Credit                 | §135.1180<br>Sunset Clause: § 135.1180.7        | December 31, 2016  | HB 1172 (2012) created the Developmental Disability Care Provider Tax Credit, and set the sunset date for December 31, 2016, unless reauthorized.<br><br>The Developmental Disability Care Provider Tax Credit may be claimed on donations to qualified Developmental Disability Care Providers.  |

| <b>Program</b>  | <b>Statutes Establishing</b>  | <b>Sunset Date</b> | <b>Review Status</b>   |
|---|---|--------------------|--|
| Foster Care and Adoptive Parents Recruitment and Retention Fund | §453.600<br>Sunset Clause: § 453.600.5<br>§143.1015<br>Sunset Clause: §143.1015.6 | August 28, 2017    | HB 431 (2011) created the Foster Care and Adoptive Parents Recruitment and Retention Fund. The authorization for the fund sunsets August 28, 2017 unless reauthorized.<br><br>The fund is to grant awards to licensed community-based foster care and adoption recruitment programs.   |
| Low-Wage Trap Elimination Act                                   | §208.053<br>Sunset Clause: § 208.053.7  | August 28, 2017    | SB 986 (2013) created the "Hand-up Program". The authorization for the program sunsets August 28, 2017 unless reauthorized.<br><br>The program is to transition persons receiving state-funded child care subsidy benefits by allowing them to continue with the program but with cost-sharing of premiums as their income increases.              |
| Missouri Rx Plan  | § 208.780-208-798<br>Sunset Clause: § 208.798.2                                   | December 31, 2017  | HB 412 (2011) extended the sunset for the Missouri Rx Program from the Missouri Senior Rx Program to August 28, 2014. SB754 extended the program through 2017.<br><br>The Missouri Rx Program provides prescription drug assistance benefits to the elderly and disabled.  |
| Missouri Electronic Prior Authorization Committee               | §338.320<br>Sunset Clause: § 338.320.6  | August 28, 2018    | HBs 1563 and 1827 (2012) established the Missouri Electronic Prior Authorization Committee. The committee sunsets August 28, 2018, unless reauthorized.<br><br>The committee is to facilitate, monitor, and report to the general assembly on Missouri-based efforts to contribute to the establishment of national prior authorization standards. |

| Program   | Statutes Establishing                   | Sunset Date       | Review Status  |
|---|---|-------------------|--|
| Ticket-to-Work Health Assurance Program   | §208.146<br>Sunset Clause: § 208.146.7  | August 28, 2019   | <p>SB 577 (2007) authorized the Ticket-to-Work Program. SB 127 (2013) extended the sunset to August 28, 2019.</p> <p>The Ticket-to-Work Program allows medical assistance to be paid for a person who is employed, subject to appropriations and in accordance with the federal Ticket to Work and Work Incentives Improvement Act of 1999.</p>                |
| Pregnancy Resource Center Tax Credit  | §135.630<br>Sunset Clause: § 135.630.10 | December 31, 2019 | <p>HB 1485 (2006) authorized the Pregnancy Resource Center Tax Credit. The Credit sunset August 28, 2012. SB 20 (2013) reauthorized the Pregnancy Resource Center Tax Credit with a sunset of December 31, 2019.</p> <p>The Pregnancy Resource Center Tax Credit allows people to claim tax credits for donations to qualified pregnancy resource centers.</p> |
| Supplemental Nutrition Assistance Program (SNAP) - Pilot Program for Access to Fresh Food | §208.018<br>Sunset Clause: §208.018.6   | August 28, 2020   | <p>SB 680 (2014) authorized a Pilot Program to supplement the Supplemental Nutrition Assistance Program. The authorization for the Pilot Program sunsets August 28, 2020 unless reauthorized.</p> <p>The Pilot Program allows SNAP participants with access and ability to purchase fresh food when purchasing fresh food at farmers' markets.</p>             |

# **Department's Recommendation Summary**

**DEPARTMENT OF SOCIAL  
FISCAL YEAR 2017 SAM SECTION**

| H.B.<br>Sec. | Decision Item Name                              | 2017 Department Request |           |           |           |           |
|--------------|---|-------------------------|-----------|-----------|-----------|-----------|
|              |   | FTE                     | GR        | FF        | OF        | Total     |
| 11.005       | <b>Office of the Director</b>                   |                         |           |           |           |           |
|              | Core  | 3.25                    | 135,202   | 145,417   | 30,773    | 311,392   |
|              | <i>Total</i>                                    | 3.25                    | 135,202   | 145,417   | 30,773    | 311,392   |
| 11.010       | <b>Federal Grants and Donations</b>             |                         |           |           |           |           |
|              | Core  | 0.00                    | 0         | 9,443,552 | 33,999    | 9,477,551 |
|              | <i>Total</i>                                    | 0.00                    | 0         | 9,443,552 | 33,999    | 9,477,551 |
| 11.015       | <b>Human Resource Center</b>                    |                         |           |           |           |           |
|              | Core  | 11.52                   | 272,167   | 227,627   | 0         | 499,794   |
|              | <i>Total</i>                                    | 11.52                   | 272,167   | 227,627   | 0         | 499,794   |
| 11.020       | <b>Mo Medicaid Audit &amp; Compliance</b>       |                         |           |           |           |           |
|              | Core  | 73.05                   | 1,353,183 | 2,442,691 | 133,587   | 3,929,461 |
|              | <i>Total</i>                                    | 73.05                   | 1,353,183 | 2,442,691 | 133,587   | 3,929,461 |
| 11.025       | <b>Systems Management</b>                       |                         |           |           |           |           |
|              | Core  | 0.00                    | 642,673   | 3,969,576 | 0         | 4,612,249 |
|              | <i>Total</i>                                    | 0.00                    | 642,673   | 3,969,576 | 0         | 4,612,249 |
| 11.030       | <b>Recovery Audit &amp; Compliance Contract</b> |                         |           |           |           |           |
|              | Core  | 0.00                    | 0         | 0         | 1,200,000 | 1,200,000 |
|              | <i>Total</i>                                    | 0.00                    | 0         | 0         | 1,200,000 | 1,200,000 |
| 11.040       | <b>Finance and Administrative Services</b>      |                         |           |           |           |           |
|              | Core  | 72.00                   | 2,097,954 | 1,219,418 | 1,253,232 | 4,570,604 |
|              | <i>Total</i>                                    | 72.00                   | 2,097,954 | 1,219,418 | 1,253,232 | 4,570,604 |

**DEPARTMENT OF SOCIAL  
FISCAL YEAR 2017 SAM SECTION**

| H.B.<br>Sec. | Decision Item Name                          | 2017 Department Request |           |            |           |            |
|--------------|---|-------------------------|-----------|------------|-----------|------------|
|              |   | FTE                     | GR        | FF         | OF        | Total      |
| 11.045       | <b>Revenue Maximization</b>                 |                         |           |            |           |            |
|              | Core  | 0.00                    | 0         | 5,250,000  | 0         | 5,250,000  |
|              | <i>Total</i>                                | 0.00                    | 0         | 5,250,000  | 0         | 5,250,000  |
| 11.050       | <b>Receipt &amp; Disbursement - Refunds</b> |                         |           |            |           |            |
|              | Core  | 0.00                    | 0         | 12,055,000 | 3,044,000 | 15,099,000 |
|              | <i>Total</i>                                | 0.00                    | 0         | 12,055,000 | 3,044,000 | 15,099,000 |
| 11.055       | <b>Neglected &amp; Delinquent Children</b>  |                         |           |            |           |            |
|              | Core  | 0.00                    | 1,504,000 | 0          | 0         | 1,504,000  |
|              | <i>Total</i>                                | 0.00                    | 1,504,000 | 0          | 0         | 1,504,000  |
| 11.060       | <b>Legal Services</b>                       |                         |           |            |           |            |
|              | Core  | 124.97                  | 1,586,739 | 3,463,429  | 829,337   | 5,879,505  |
|              | <i>Total</i>                                | 124.97                  | 1,586,739 | 3,463,429  | 829,337   | 5,879,505  |
|              | <i>Supports Core Total</i>                  | 284.79                  | 7,591,918 | 38,216,710 | 6,524,928 | 52,333,556 |
|              | <i>Total Supports</i>                       | 284.79                  | 7,591,918 | 38,216,710 | 6,524,928 | 52,333,556 |

# **Office of Director**

## DECISION ITEM SUMMARY

| Budget Unit                    | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|--------------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>OFFICE OF DIRECTOR</b>      |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                    |                             |                          |                             |                          |                               |                            |                            |                            |
| PERSONAL SERVICES              |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE                | 104,181                     | 1.16                     | 101,659                     | 1.61                     | 101,659                       | 1.61                       | 0                          | 0.00                       |
| DEPT OF SOC SERV FEDERAL & OTH | 143,448                     | 1.55                     | 144,220                     | 0.72                     | 144,220                       | 0.72                       | 0                          | 0.00                       |
| CHILD SUPPORT ENFORCEMENT FUND | 30,770                      | 0.32                     | 30,773                      | 0.92                     | 30,773                        | 0.92                       | 0                          | 0.00                       |
| TOTAL - PS                     | 278,399                     | 3.03                     | 276,652                     | 3.25                     | 276,652                       | 3.25                       | 0                          | 0.00                       |
| EXPENSE & EQUIPMENT            |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE                | 34,613                      | 0.00                     | 33,543                      | 0.00                     | 33,543                        | 0.00                       | 0                          | 0.00                       |
| DEPT OF SOC SERV FEDERAL & OTH | 1,146                       | 0.00                     | 1,197                       | 0.00                     | 1,197                         | 0.00                       | 0                          | 0.00                       |
| TOTAL - EE                     | 35,759                      | 0.00                     | 34,740                      | 0.00                     | 34,740                        | 0.00                       | 0                          | 0.00                       |
| TOTAL                          | 314,158                     | 3.03                     | 311,392                     | 3.25                     | 311,392                       | 3.25                       | 0                          | 0.00                       |
| <b>GRAND TOTAL</b>             | <b>\$314,158</b>            | <b>3.03</b>              | <b>\$311,392</b>            | <b>3.25</b>              | <b>\$311,392</b>              | <b>3.25</b>                | <b>\$0</b>                 | <b>0.00</b>                |

## CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Office of Director

**Budget Unit:** 88712C  
**HB Section:** 11.005

### 1. CORE FINANCIAL SUMMARY

|                        | FY 2017 Budget Request |                |               |                | FY 2017 Governor's Recommendation |         |       |          |
|------------------------|------------------------|----------------|---------------|----------------|-----------------------------------|---------|-------|----------|
|                        | GR                     | Federal        | Other         | Total          | GR                                | Federal | Other | Total    |
| PS                     | 101,659                | 144,220        | 30,773        | 276,652        |                                   |         |       |          |
| EE                     | 33,543                 | 1,197          |               | 34,740         |                                   |         |       |          |
| PSD                    |                        |                |               |                |                                   |         |       |          |
| TRF                    |                        |                |               |                |                                   |         |       |          |
| <b>Total</b>           | <b>135,202</b>         | <b>145,417</b> | <b>30,773</b> | <b>311,392</b> |                                   |         |       | <b>0</b> |
| <br>FTE                | <br>1.61               | <br>0.72       | <br>0.92      | <br>3.25       | <br>FTE                           |         |       | <br>0.00 |
| <br><i>Est. Fringe</i> | <br>44,021             | <br>46,667     | <br>17,692    | <br>108,380    | <br><i>Est. Fringe</i>            | <br>0   | <br>0 | <br>0    |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Child Support Enforcement Collections Fund (0169)

### 2. CORE DESCRIPTION

Core operating budget for the Office of the Director.

### 3. PROGRAM LISTING (list programs included in this core funding)

Office of the Director

## CORE DECISION ITEM

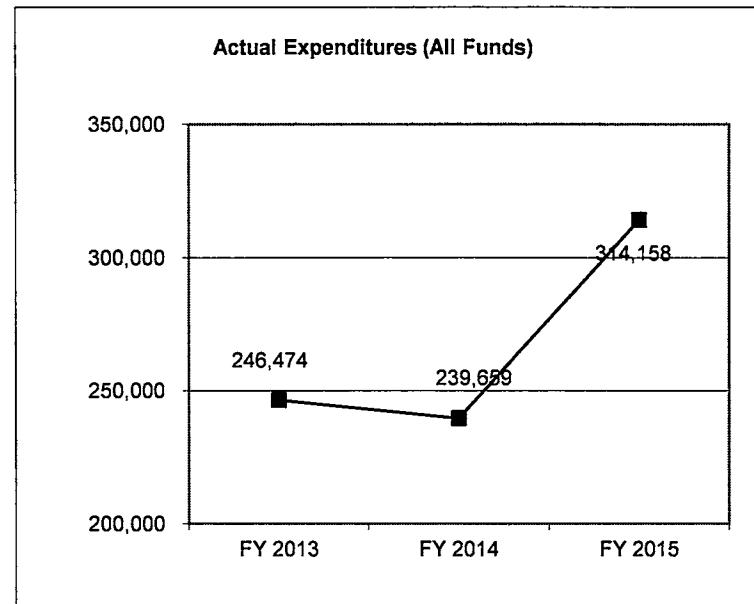
**Department:** Social Services  
**Division:** Office of Director  
**Core:** Office of Director

**Budget Unit:** 88712C

**HB** 11.005

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 273,825           | 257,360           | 318,505           | 311,392                |
| Less Reverted (All Funds)       | (6,516)           | (4,259)           | (4,293)           | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 267,309           | 253,101           | 314,212           | N/A                    |
| Actual Expenditures (All Funds) | 246,474           | 239,659           | 314,158           | N/A                    |
| Unexpended (All Funds)          | 20,835            | 13,442            | 54                | N/A                    |
|                                 |                   |                   |                   |                        |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 2                 | 0                 | 0                 | N/A                    |
| Federal                         | 3,032             | 0                 | 50                | N/A                    |
| Other                           | 17,801            | 13,442            | 3                 | N/A                    |
|                                 |                   |                   |                   |                        |
| (1)                             | (2)               | (3)               |                   |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY13 Agency Reserve of \$16,032 (E&E) in Child Support Enforcement.

(2) FY15 Core reduction of \$13,441 in (E&E) Child Support Enforcement Fund (0169). Core reallocation \$72,500 from the FSD Admin \$24,167 FF, CD Admin \$24,167 FF and DYS Admin \$24,166. Core reduction of 2% of Professional Services \$32 GR.

(3) FY16 Core reduction of \$8,630 GR.

## CORE RECONCILIATION DETAIL

---

**DEPARTMENT OF SOCIAL SERVICES  
OFFICE OF DIRECTOR**

### **5. CORE RECONCILIATION DETAIL**

---

|                                    | Budget Class | FTE         | GR             | Federal        | Other         | Total          | Explanation |
|------------------------------------|--------------|-------------|----------------|----------------|---------------|----------------|-------------|
| <b>TAFF AFTER VETOES</b>           |              |             |                |                |               |                |             |
|                                    | PS           | 3.25        | 101,659        | 144,220        | 30,773        | 276,652        |             |
|                                    | EE           | 0.00        | 33,543         | 1,197          | 0             | 34,740         |             |
|                                    | <b>Total</b> | <b>3.25</b> | <b>135,202</b> | <b>145,417</b> | <b>30,773</b> | <b>311,392</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |                |                |               |                |             |
|                                    | PS           | 3.25        | 101,659        | 144,220        | 30,773        | 276,652        |             |
|                                    | EE           | 0.00        | 33,543         | 1,197          | 0             | 34,740         |             |
|                                    | <b>Total</b> | <b>3.25</b> | <b>135,202</b> | <b>145,417</b> | <b>30,773</b> | <b>311,392</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |                |                |               |                |             |
|                                    | PS           | 3.25        | 101,659        | 144,220        | 30,773        | 276,652        |             |
|                                    | EE           | 0.00        | 33,543         | 1,197          | 0             | 34,740         |             |
|                                    | <b>Total</b> | <b>3.25</b> | <b>135,202</b> | <b>145,417</b> | <b>30,773</b> | <b>311,392</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit<br>Decision Item<br>Budget Object Class | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>OFFICE OF DIRECTOR</b>                           |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>   |                             |                          |                             |                          |                               |                            |                            |                            |
| STATE DEPARTMENT DIRECTOR                           | 121,054                     | 1.00                     | 115,193                     | 1.00                     | 121,704                       | 1.00                       | 0                          | 0.00                       |
| DEPUTY STATE DEPT DIRECTOR                          | 91,875                      | 0.83                     | 109,712                     | 1.00                     | 110,244                       | 1.00                       | 0                          | 0.00                       |
| DESIGNATED PRINCIPAL ASST DEPT                      | 15,730                      | 0.20                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| SPECIAL ASST OFFICE & CLERICAL                      | 49,740                      | 1.00                     | 51,747                      | 1.25                     | 44,704                        | 1.25                       | 0                          | 0.00                       |
| <b>TOTAL - PS</b>                                   | <b>278,399</b>              | <b>3.03</b>              | <b>276,652</b>              | <b>3.25</b>              | <b>276,652</b>                | <b>3.25</b>                | <b>0</b>                   | <b>0.00</b>                |
| TRAVEL, IN-STATE                                    | 1,199                       | 0.00                     | 1,564                       | 0.00                     | 1,564                         | 0.00                       | 0                          | 0.00                       |
| TRAVEL, OUT-OF-STATE                                | 0                           | 0.00                     | 1,006                       | 0.00                     | 1,006                         | 0.00                       | 0                          | 0.00                       |
| SUPPLIES  | 11,238                      | 0.00                     | 11,005                      | 0.00                     | 11,005                        | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL DEVELOPMENT                            | 8,440                       | 0.00                     | 1,548                       | 0.00                     | 3,843                         | 0.00                       | 0                          | 0.00                       |
| COMMUNICATION SERV & SUPP                           | 10,756                      | 0.00                     | 12,456                      | 0.00                     | 12,456                        | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL SERVICES                               | 1,139                       | 0.00                     | 1,553                       | 0.00                     | 1,553                         | 0.00                       | 0                          | 0.00                       |
| HOUSEKEEPING & JANITORIAL SERV                      | 189                         | 0.00                     | 305                         | 0.00                     | 305                           | 0.00                       | 0                          | 0.00                       |
| M&R SERVICES  | 393                         | 0.00                     | 4,554                       | 0.00                     | 554                           | 0.00                       | 0                          | 0.00                       |
| OFFICE EQUIPMENT                                    | 0                           | 0.00                     | 10                          | 0.00                     | 10                            | 0.00                       | 0                          | 0.00                       |
| OTHER EQUIPMENT                                     | 1,180                       | 0.00                     | 10                          | 0.00                     | 1,205                         | 0.00                       | 0                          | 0.00                       |
| PROPERTY & IMPROVEMENTS                             | 284                         | 0.00                     | 0                           | 0.00                     | 284                           | 0.00                       | 0                          | 0.00                       |
| BUILDING LEASE PAYMENTS                             | 0                           | 0.00                     | 10                          | 0.00                     | 10                            | 0.00                       | 0                          | 0.00                       |
| EQUIPMENT RENTALS & LEASES                          | 753                         | 0.00                     | 709                         | 0.00                     | 755                           | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS EXPENSES                              | 188                         | 0.00                     | 10                          | 0.00                     | 190                           | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL - EE</b>                                   | <b>35,759</b>               | <b>0.00</b>              | <b>34,740</b>               | <b>0.00</b>              | <b>34,740</b>                 | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                                  | <b>\$314,158</b>            | <b>3.03</b>              | <b>\$311,392</b>            | <b>3.25</b>              | <b>\$311,392</b>              | <b>3.25</b>                | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                                     | \$138,794                   | 1.16                     | \$135,202                   | 1.61                     | \$135,202                     | 1.61                       |                            | 0.00                       |
| FEDERAL FUNDS                                       | \$144,594                   | 1.55                     | \$145,417                   | 0.72                     | \$145,417                     | 0.72                       |                            | 0.00                       |
| OTHER FUNDS   | \$30,770                    | 0.32                     | \$30,773                    | 0.92                     | \$30,773                      | 0.92                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.005

**Program Name: Office of Director**

**Program is found in the following core budget(s): Office of Director**

### **1. What does this program do?**

In its leadership role, the Office of the Director operates under the guiding principles of:

- Results
- Excellence in Service
- Proficiency
- Integrity
- Accountability

Nearly 7,000 employees in four program divisions (Children's Division, Family Support Division, Division of Youth Services and MO HealthNet Division) and two support divisions (Division of Finance and Administrative Services and Division of Legal Services) report to the Office of the Director. The Office of the Director oversees and coordinates the divisions' programs and services to meet department goals that:

- Every Missouri child will be safe and live free from abuse and neglect.
- Every young person served by the Division of Youth Services (DYS) will become a productive citizen and lead a fulfilling life.
- Every MO HealthNet participant has access to high quality, cost effective health care.
- Every eligible Missourian has access to supports that assist them in overcoming barriers to self reliance.
- DSS will operate with responsiveness, accountability and respect for the public trust.

Department of Social Services current focus areas include:

- Implementing a new eligibility and enrollment system for income maintenance programs called Missouri Eligibility Determination and Enrollment System (MEDES).
- Reorganizing Family Support Division and Children's Division office space to ensure customer access to services, increase efficiencies in staff usage and realize cost savings.
- Streamlining operations and increasing use of technology to support DSS goals (Family Support Division imaging/document management and processing centers).
- Improving child safety and services, enabling families to remain intact.
- Strengthening permanency outcomes for children in the Children's Division care and custody.
- Implementing a multi-system approach to working with youth who cross over between child welfare and juvenile justice systems.
- Increasing TANF (Temporary Assistance for Needy Families) work participation rate.
- Studying and developing best approach to overall care management for families and pregnant women who are currently served through the fee-for-service program.
- Implementing health care management initiatives for vulnerable MO HealthNet populations (asthma care management, foster care health homes, community health worker pilot).

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.005

Program Name: Office of Director

Program is found in the following core budget(s): Office of Director

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: 660.010, RSMo.

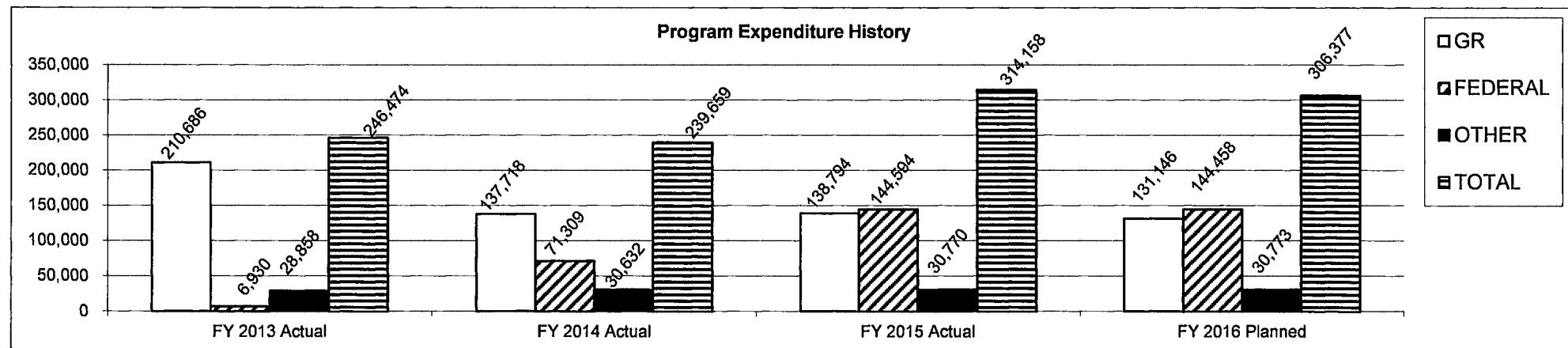
**3. Are there federal matching requirements? If yes, please explain.**

There is no federal matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

**4. Is this a federally mandated program? If yes, please explain.**

No.

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2016 expenditures are net of reserves and reverted.

**6. What are the sources of the "Other" funds?**

Child Support Enforcement Collections Fund (0169)

**PROGRAM DESCRIPTION**

**Department: Social Services**

**HB Section: 11.005**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Office of Director**

**7a. Provide an effectiveness measure.**

The Office of the Director supports all Department of Social Services programs. Efficiency measures will be found in the departmental division sections.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

**MO DEx**

## DECISION ITEM SUMMARY

| Budget Unit<br>Decision Item<br>Budget Object Summary<br>Fund | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>MO LAW ENF DATA EXCH DATA FEED</b>                         |                             |                          |                             |                          |                               |                            |                            |                            |
| CORE  |                             |                          |                             |                          |                               |                            |                            |                            |
| PROGRAM-SPECIFIC  |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE   | 0                           | 0.00                     | 125,000                     | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| DEPT OF SOC SERV FEDERAL & OTH                                | 0                           | 0.00                     | 125,000                     | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD  | 0                           | 0.00                     | 250,000                     | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL</b>  | <b>0</b>                    | <b>0.00</b>              | <b>250,000</b>              | <b>0.00</b>              | <b>0</b>                      | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>  | <b>\$0</b>                  | <b>0.00</b>              | <b>\$250,000</b>            | <b>0.00</b>              | <b>\$0</b>                    | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |

## CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** MoDEX Data Feed

**Budget Unit:** 88712C

**HB Section:** 11.007

### 1. CORE FINANCIAL SUMMARY

| FY 2017 Budget Request  |      |         |       |       | FY 2017 Governor's Recommendation   |    |         |       |       |
|---|------|---------|-------|-------|---|----|---------|-------|-------|
|   | GR   | Federal | Other | Total |   | GR | Federal | Other | Total |
| PS  |      |         |       |       | PS  |    |         |       |       |
| EE  |      |         |       |       | EE  |    |         |       |       |
| PSD   |      |         |       |       | PSD   |    |         |       |       |
| TRF   |      |         |       |       | TRF   |    |         |       |       |
| Total   |      |         |       | 0     | Total   |    |         |       | 0     |
| FTE   | 0.00 | 0.00    | 0.00  | 0.00  | FTE   |    |         |       | 0.00  |
| <i>Est. Fringe</i>  | 0    | 0       | 0     | 0     | <i>Est. Fringe</i>  | 0  | 0       | 0     | 0     |
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted</i> |      |         |       |       | <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted</i> |    |         |       |       |

Other Funds:

### 2. CORE DESCRIPTION

Missouri Law Enforcement Data Exchange (MoDEX) provides the ability to search, link, analyze and share criminal justice information across judicial boundaries, such as incident/case reports, incarceration data, computer aided dispatch, photos, citations, collisions, and pawn data on a statewide basis. Funds are used to transfer agency data to a central site and make it available for inquiry.

DSS is responsible for the costs to connect to the network and any data line upgrades.

This program is reduced the fiscal year 2017 budget.

### 3. PROGRAM LISTING (list programs included in this core funding)

N/A

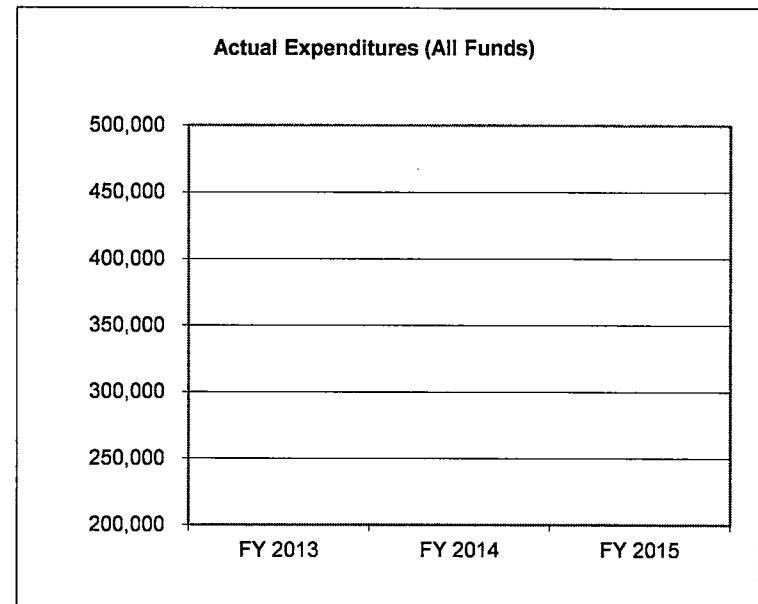
## CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** MoDEX Data Feed

**Budget Unit:** 88712C  
**HB Section:** 11.007

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       |                   |                   | 0                 | 250,000                |
| Less Reverted (All Funds)       |                   |                   | 0                 | N/A                    |
| Less Restricted (All Funds)     |                   |                   | 0                 | N/A                    |
| Budget Authority (All Funds)    |                   |                   | 0                 | N/A                    |
|                                 |                   |                   |                   |                        |
| Actual Expenditures (All Funds) |                   |                   | 0                 | N/A                    |
| Unexpended (All Funds)          | 0                 | 0                 | 0                 | N/A                    |
|                                 |                   |                   | 0                 |                        |
|                                 |                   |                   |                   |                        |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 |                   |                   | 0                 | N/A                    |
| Federal                         |                   |                   | 0                 | N/A                    |
| Other                           |                   |                   | 0                 | N/A                    |
|                                 |                   |                   |                   | (1)                    |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) Agency Reserve of \$250,000 while department reviews and researches implementation of program in cooperation with other agencies.

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
MO LAW ENF DATA EXCH DATA FEED**

### **5. CORE RECONCILIATION DETAIL**

|                                    | Budget Class | FTE         | GR             | Federal          | Other            | Total          | Explanation                          |
|------------------------------------|--------------|-------------|----------------|------------------|------------------|----------------|--------------------------------------|
| <b>TAFF AFTER VETOES</b>           |              |             |                |                  |                  |                |                                      |
|                                    | PD           | 0.00        | 125,000        | 125,000          | 0                | 250,000        |                                      |
|                                    | <b>Total</b> | <b>0.00</b> | <b>125,000</b> | <b>125,000</b>   | <b>0</b>         | <b>250,000</b> |                                      |
| <b>DEPARTMENT CORE ADJUSTMENTS</b> |              |             |                |                  |                  |                |                                      |
| Core Reduction                     | 264 9121     | PD          | 0.00           | 0                | (125,000)        | 0              | (125,000) Core Reduction of program. |
| Core Reduction                     | 264 9120     | PD          | 0.00           | (125,000)        | 0                | 0              | (125,000) Core Reduction of program. |
| <b>NET DEPARTMENT CHANGES</b>      |              |             | <b>0.00</b>    | <b>(125,000)</b> | <b>(125,000)</b> | <b>0</b>       | <b>(250,000)</b>                     |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |                |                  |                  |                |                                      |
|                                    | PD           | 0.00        | 0              | 0                | 0                | 0              |                                      |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b>       | <b>0</b>         | <b>0</b>         | <b>0</b>       |                                      |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |                |                  |                  |                |                                      |
|                                    | PD           | 0.00        | 0              | 0                | 0                | 0              |                                      |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b>       | <b>0</b>         | <b>0</b>         | <b>0</b>       |                                      |

**DECISION ITEM DETAIL**

| Budget Unit                           | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---------------------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>MO LAW ENF DATA EXCH DATA FEED</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                           |                             |                          |                             |                          |                               |                            |                            |                            |
| PROGRAM DISTRIBUTIONS                 | 0                           | 0.00                     | 250,000                     | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD                            | 0                           | 0.00                     | 250,000                     | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| <b>GRAND TOTAL</b>                    | <b>\$0</b>                  | <b>0.00</b>              | <b>\$250,000</b>            | <b>0.00</b>              | <b>\$0</b>                    | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                       | \$0                         | 0.00                     | \$125,000                   | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |
| FEDERAL FUNDS                         | \$0                         | 0.00                     | \$125,000                   | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |
| OTHER FUNDS                           | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.007

Program Name: Office of Director

Program is found in the following core budget(s): MoDEX Data Feed

### 1. What does this program do?

Missouri Law Enforcement Data Exchange (MoDEX) provides the ability to search, link, analyze and share criminal justice information across judicial boundaries, such as incident/case reports, incarceration data, computer aided dispatch, photos, citations, collisions, and pawn data on a statewide basis. Funds are used to transfer agency data to a central site and make it available for inquiry.

MoDEX interfaces with the National Data Exchange (N-Dex), a secure site administered by the FBI.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

N/A

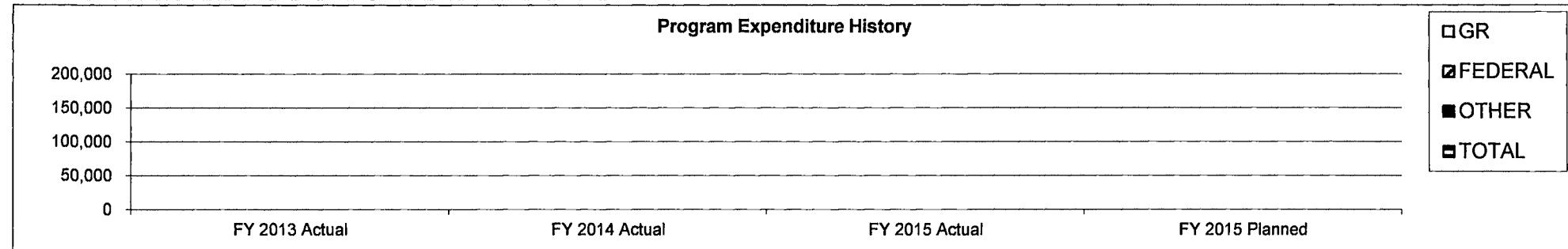
### 3. Are there federal matching requirements? If yes, please explain.

N/A

### 4. Is this a federally mandated program? If yes, please explain.

N/A

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2016 expenditures are net of reserves and reverted.

**PROGRAM DESCRIPTION**

**Department: Social Services**

**HB Section: 11.007**

**Program Name: Office of Director**

**Program is found in the following core budget(s): MoDEx Data Feed**

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Federal Grants and Donations**

## DECISION ITEM SUMMARY

| Budget Unit                           | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---------------------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>FEDERAL GRANTS &amp; DONATIONS</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| CORE                                  |                             |                          |                             |                          |                               |                            |                            |                            |
| PERSONAL SERVICES                     |                             |                          |                             |                          |                               |                            |                            |                            |
| DEPT OF SOC SERV FEDERAL & OTH        | 0                           | 0.00                     | 1                           | 0.00                     | 1                             | 0.00                       | 0                          | 0.00                       |
| FAMILY SERVICES DONATIONS             | 0                           | 0.00                     | 1                           | 0.00                     | 1                             | 0.00                       | 0                          | 0.00                       |
| TOTAL - PS                            | 0                           | 0.00                     | 2                           | 0.00                     | 2                             | 0.00                       | 0                          | 0.00                       |
| EXPENSE & EQUIPMENT                   |                             |                          |                             |                          |                               |                            |                            |                            |
| DEPT OF SOC SERV FEDERAL & OTH        | 288,073                     | 0.00                     | 2,193,629                   | 0.00                     | 2,193,629                     | 0.00                       | 0                          | 0.00                       |
| DYS CHILD BENEFITS FUND               | 934                         | 0.00                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| FAMILY SERVICES DONATIONS             | 0                           | 0.00                     | 13                          | 0.00                     | 13                            | 0.00                       | 0                          | 0.00                       |
| TOTAL - EE                            | 289,007                     | 0.00                     | 2,193,642                   | 0.00                     | 2,193,642                     | 0.00                       | 0                          | 0.00                       |
| PROGRAM-SPECIFIC                      |                             |                          |                             |                          |                               |                            |                            |                            |
| DEPT OF SOC SERV FEDERAL & OTH        | 93,447                      | 0.00                     | 7,249,922                   | 0.00                     | 7,249,922                     | 0.00                       | 0                          | 0.00                       |
| DYS CHILD BENEFITS FUND               | 14,044                      | 0.00                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| FAMILY SERVICES DONATIONS             | 0                           | 0.00                     | 33,985                      | 0.00                     | 33,985                        | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD                            | 107,491                     | 0.00                     | 7,283,907                   | 0.00                     | 7,283,907                     | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL</b>                          | <b>396,498</b>              | <b>0.00</b>              | <b>9,477,551</b>            | <b>0.00</b>              | <b>9,477,551</b>              | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                    | <b>\$396,498</b>            | <b>0.00</b>              | <b>\$9,477,551</b>          | <b>0.00</b>              | <b>\$9,477,551</b>            | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |

9/25/15 15:59

lm\_dsummary

### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Federal Grants and Donations

**Budget Unit:** 88722C  
**HB Section:** 11.010

#### 1. CORE FINANCIAL SUMMARY

##### FY 2017 Budget Request

|              | GR | Federal          | Other         | Total            |
|--------------|----|------------------|---------------|------------------|
| PS           |    | 1                | 1             | 2                |
| EE           |    | 2,193,629        | 13            | 2,193,642        |
| PSD          |    | 7,249,922        | 33,985        | 7,283,907        |
| TRF          |    |                  |               |                  |
| <b>Total</b> |    | <b>9,443,552</b> | <b>33,999</b> | <b>9,477,551</b> |

| FTE                | 0.00 | 0.00 | 0.00 | 0.00 |
|--------------------|------|------|------|------|
| <i>Est. Fringe</i> | 0    | 0    | 0    | 0    |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

##### FY 2017 Governor's Recommendation

|              | GR | Federal | Other | Total    |
|--------------|----|---------|-------|----------|
| PS           |    |         |       |          |
| EE           |    |         |       |          |
| PSD          |    |         |       |          |
| TRF          |    |         |       |          |
| <b>Total</b> |    |         |       | <b>0</b> |

| FTE                | 0.00 |
|--------------------|------|
| <i>Est. Fringe</i> | 0    |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Family Services Donation (0167)

#### 2. CORE DESCRIPTION

Core budget to receive and spend time limited grants or donations from federal, state or private sources. Appropriations language requires the Department to notify the Senate Appropriations and House Budget Chairs prior to expending grants from the fund. That notification is provided during the budget process for known expenditures and through a letter for grants not known at the time of budget printing.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Federal Grants and Donations

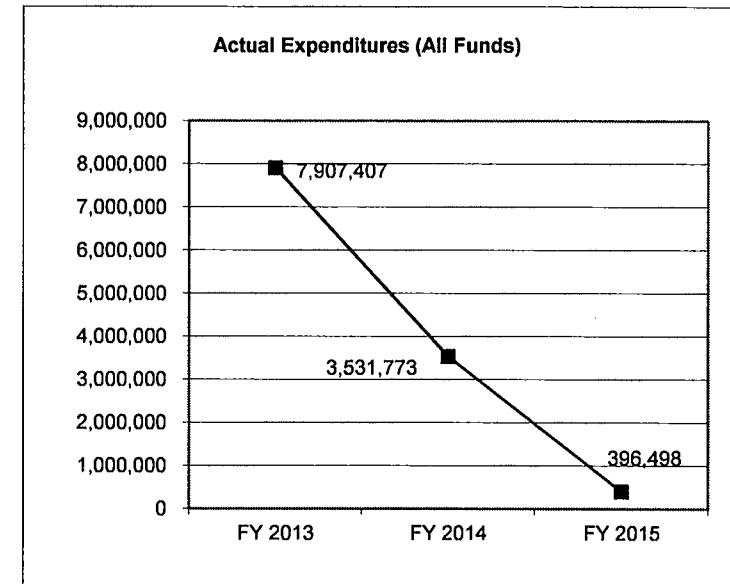
### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Federal Grants and Donations

**Budget Unit:** 88722C  
**HB Section:** 11.010

#### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 10,033,999        | 9,477,551         | 9,477,551         | 9,477,551              |
| Less Reverted (All Funds)       | 0                 | 0                 | 0                 | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 10,033,999        | 9,477,551         | 9,477,551         | N/A                    |
| Actual Expenditures (All Funds) | 7,907,407         | 3,531,773         | 396,498           | N/A                    |
| Unexpended (All Funds)          | 2,126,592         | 5,945,778         | 9,081,053         | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 0                 | 0                 | 0                 | N/A                    |
| Federal                         | 2,092,593         | 5,911,779         | 9,047,054         | N/A                    |
| Other                           | 33,999            | 33,999            | 33,999            | N/A                    |
|                                 | (1)               | (2)               | (3)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### NOTES:

- (1) FY 2013 transferred \$6,500,000 from 0610 federal funds to federal fund 0199 for food banks, school-aged childcare, and mentoring services from TANF Contingency Fund. Agency Reserve of \$23,999 for Family Services Donation Fund (0167). Federal lapse from fund 0610 was due to timeliness of spending grants.
- (2) FY 2014 transferred \$2,460,044 from 0610 federal funds to federal fund 2292 for Early Childhood Adv Council and Health Care IT. Agency Reserve of \$23,999 for Family Services Donation Fund (0167). Federal lapse from fund 0610 was due to timeliness of spending grants.
- (3) FY 2015 Agency Reserve of \$23,999 Family Services Donation Fund (0167). Federal lapse from fund 0610 was due to timeliness of spending grants.

## CORE RECONCILIATION DETAIL

---

**DEPARTMENT OF SOCIAL SERVICES  
FEDERAL GRANTS & DONATIONS**

**5. CORE RECONCILIATION DETAIL**

---

| Budget Class                       | FTE         | GR       | Federal          | Other         | Total            | Explanation |
|------------------------------------|-------------|----------|------------------|---------------|------------------|-------------|
| <b>TAFF AFTER VETOES</b>           |             |          |                  |               |                  |             |
| PS                                 | 0.00        | 0        | 1                | 1             | 2                |             |
| EE                                 | 0.00        | 0        | 2,193,629        | 13            | 2,193,642        |             |
| PD                                 | 0.00        | 0        | 7,249,922        | 33,985        | 7,283,907        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>9,443,552</b> | <b>33,999</b> | <b>9,477,551</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |             |          |                  |               |                  |             |
| PS                                 | 0.00        | 0        | 1                | 1             | 2                |             |
| EE                                 | 0.00        | 0        | 2,193,629        | 13            | 2,193,642        |             |
| PD                                 | 0.00        | 0        | 7,249,922        | 33,985        | 7,283,907        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>9,443,552</b> | <b>33,999</b> | <b>9,477,551</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |             |          |                  |               |                  |             |
| PS                                 | 0.00        | 0        | 1                | 1             | 2                |             |
| EE                                 | 0.00        | 0        | 2,193,629        | 13            | 2,193,642        |             |
| PD                                 | 0.00        | 0        | 7,249,922        | 33,985        | 7,283,907        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>9,443,552</b> | <b>33,999</b> | <b>9,477,551</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                           | FY 2015          | FY 2015     | FY 2016            | FY 2016     | FY 2017            | FY 2017     | *****      | *****       |
|---------------------------------------|------------------|-------------|--------------------|-------------|--------------------|-------------|------------|-------------|
| Decision Item                         | ACTUAL           | ACTUAL      | BUDGET             | BUDGET      | DEPT REQ           | DEPT REQ    | SECURED    | SECURED     |
| Budget Object Class                   | DOLLAR           | FTE         | DOLLAR             | FTE         | DOLLAR             | FTE         | COLUMN     | COLUMN      |
| <b>FEDERAL GRANTS &amp; DONATIONS</b> |                  |             |                    |             |                    |             |            |             |
| <b>CORE</b>                           |                  |             |                    |             |                    |             |            |             |
| OTHER                                 | 0                | 0.00        | 2                  | 0.00        | 2                  | 0.00        | 0          | 0.00        |
| <b>TOTAL - PS</b>                     | <b>0</b>         | <b>0.00</b> | <b>2</b>           | <b>0.00</b> | <b>2</b>           | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| TRAVEL, IN-STATE                      | 7,870            | 0.00        | 5,001              | 0.00        | 5,001              | 0.00        | 0          | 0.00        |
| TRAVEL, OUT-OF-STATE                  | 2,191            | 0.00        | 3,001              | 0.00        | 3,001              | 0.00        | 0          | 0.00        |
| SUPPLIES                              | 8,018            | 0.00        | 15,000             | 0.00        | 15,000             | 0.00        | 0          | 0.00        |
| PROFESSIONAL DEVELOPMENT              | 5,290            | 0.00        | 15,000             | 0.00        | 15,000             | 0.00        | 0          | 0.00        |
| COMMUNICATION SERV & SUPP             | 1,900            | 0.00        | 25,001             | 0.00        | 25,001             | 0.00        | 0          | 0.00        |
| PROFESSIONAL SERVICES                 | 242,781          | 0.00        | 2,102,934          | 0.00        | 2,102,934          | 0.00        | 0          | 0.00        |
| M&R SERVICES                          | 17,468           | 0.00        | 15,000             | 0.00        | 15,000             | 0.00        | 0          | 0.00        |
| OFFICE EQUIPMENT                      | 0                | 0.00        | 1                  | 0.00        | 1                  | 0.00        | 0          | 0.00        |
| OTHER EQUIPMENT                       | 448              | 0.00        | 6,001              | 0.00        | 6,001              | 0.00        | 0          | 0.00        |
| PROPERTY & IMPROVEMENTS               | 0                | 0.00        | 1                  | 0.00        | 1                  | 0.00        | 0          | 0.00        |
| BUILDING LEASE PAYMENTS               | 2,650            | 0.00        | 5,001              | 0.00        | 5,001              | 0.00        | 0          | 0.00        |
| EQUIPMENT RENTALS & LEASES            | 0                | 0.00        | 201                | 0.00        | 201                | 0.00        | 0          | 0.00        |
| MISCELLANEOUS EXPENSES                | 391              | 0.00        | 1,500              | 0.00        | 1,500              | 0.00        | 0          | 0.00        |
| <b>TOTAL - EE</b>                     | <b>289,007</b>   | <b>0.00</b> | <b>2,193,642</b>   | <b>0.00</b> | <b>2,193,642</b>   | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| PROGRAM DISTRIBUTIONS                 | 93,447           | 0.00        | 7,283,907          | 0.00        | 7,283,907          | 0.00        | 0          | 0.00        |
| REFUNDS                               | 14,044           | 0.00        | 0                  | 0.00        | 0                  | 0.00        | 0          | 0.00        |
| <b>TOTAL - PD</b>                     | <b>107,491</b>   | <b>0.00</b> | <b>7,283,907</b>   | <b>0.00</b> | <b>7,283,907</b>   | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>                    | <b>\$396,498</b> | <b>0.00</b> | <b>\$9,477,551</b> | <b>0.00</b> | <b>\$9,477,551</b> | <b>0.00</b> | <b>\$0</b> | <b>0.00</b> |
| GENERAL REVENUE                       | \$0              | 0.00        | \$0                | 0.00        | \$0                | 0.00        |            | 0.00        |
| FEDERAL FUNDS                         | \$396,498        | 0.00        | \$9,443,552        | 0.00        | \$9,443,552        | 0.00        |            | 0.00        |
| OTHER FUNDS                           | \$0              | 0.00        | \$33,999           | 0.00        | \$33,999           | 0.00        |            | 0.00        |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.010**

**Program Name: Federal Grants and Donations**

**Program is found in the following core budget(s): Federal Grants and Donations**

### **1. What does this program do?**

This appropriation provides the Department with a centralized administrative mechanism to receive and expend new grants as they become available during the fiscal year. The Division of Finance and Administrative Services coordinates the use of this authority for the Department as divisions pursue sources other than General Revenue for funding. New funding sources and new grants provide opportunities to sustain a level of service delivery and fund program development that will better serve Missourians. Without this appropriation, the Department would be forced to delay use of new grants and donations until emergency or supplemental appropriations are approved.

This appropriation is primarily used for one-time and/or time-limited federal grants and may support a wide variety of expenditures, including staff, if called on or required, for effective administration of the grant or donation. House Bill 11 language for this appropriation requires the Department to notify the General Assembly of any new funds and the purpose for which they will be expended. Multiple year grants that are first spent through this appropriation are transferred to the grantee Division's budget through the appropriation process when it is anticipated that funding will continue for years after the grant is first received. Exceptions to this rule are made in those cases when the Department is acting in an administrative capacity.

Awards planned to utilize this appropriation:

| Division | FY 17 Planned                |
|----------|------------------------------|
| FSD      | School Violence Hotline      |
| CD       | Adoption Incentives          |
| CD       | Casey Family Services Grant  |
| CD       | SEBTC (Summer Food Program)  |
| DLS      | STAT Task Force              |
| DLS      | State Cyber Crime Grant      |
| DYS      | Title I                      |
| DYS      | DYS Donations                |
| DLS      | SNAP Trafficking Grant       |
| MHD      | Adult Medicaid Quality Grant |

Awards which utilized this appropriation in FY 15:

| FY15                        |
|-----------------------------|
| School Violence Hotline     |
| Adoption Incentives         |
| Casey Family Services Grant |
| SEBTC (Summer Food Program) |
| STAT Task Force             |
| State Cyber Crime Grant     |
| Title I                     |
| DYS Donations               |
| SNAP Trafficking Grant      |

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapter 660 RSMo.

### **3. Are there federal matching requirements? If yes, please explain.**

Some federal grants require a state match. State matches are paid from the grantee Division's budget. The percentage of required state match depends on the grant.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.010

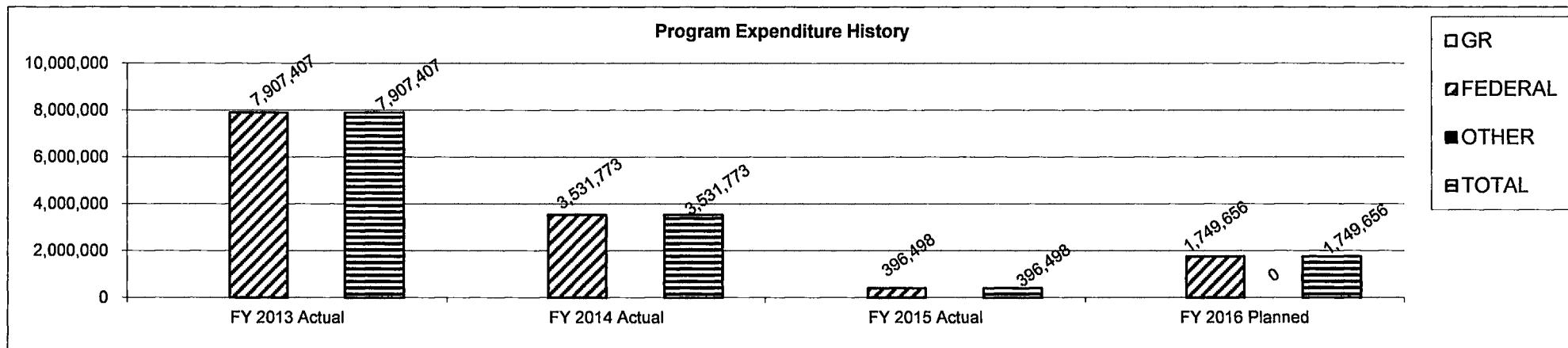
Program Name: Federal Grants and Donations

Program is found in the following core budget(s): Federal Grants and Donations

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



FY16- Planned Expenditures are net of reserves.

### 6. What are the sources of the "Other " funds?

Family Services Donation (0167)

### 7a. Provide an effectiveness measure.

Effectiveness is measured in the division or program using the funds.

## **PROGRAM DESCRIPTION**

**Department: Social Services**

**HB Section: 11.010**

**Program Name: Federal Grants and Donations**

**Program is found in the following core budget(s): Federal Grants and Donations**

**7b. Provide an efficiency measure.**

Efficiency is measured in the division or program using the funds.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Human Resource Center**

## DECISION ITEM SUMMARY

| Budget Unit                    | FY 2015          | FY 2015     | FY 2016          | FY 2016      | FY 2017          | FY 2017      | *****      | *****       |
|--------------------------------|------------------|-------------|------------------|--------------|------------------|--------------|------------|-------------|
| Decision Item                  | ACTUAL           | ACTUAL      | BUDGET           | BUDGET       | DEPT REQ         | DEPT REQ     | SECURED    | SECURED     |
| Budget Object Summary          | DOLLAR           | FTE         | DOLLAR           | FTE          | DOLLAR           | FTE          | COLUMN     | COLUMN      |
| Fund                           |                  |             |                  |              |                  |              |            |             |
| <b>HUMAN RESOURCE CENTER</b>   |                  |             |                  |              |                  |              |            |             |
| <b>CORE</b>                    |                  |             |                  |              |                  |              |            |             |
| PERSONAL SERVICES              |                  |             |                  |              |                  |              |            |             |
| GENERAL REVENUE                | 268,020          | 5.33        | 261,131          | 6.30         | 261,131          | 6.30         | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH | 195,451          | 3.94        | 197,878          | 5.22         | 197,878          | 5.22         | 0          | 0.00        |
| TOTAL - PS                     | 463,471          | 9.27        | 459,009          | 11.52        | 459,009          | 11.52        | 0          | 0.00        |
| EXPENSE & EQUIPMENT            |                  |             |                  |              |                  |              |            |             |
| GENERAL REVENUE                | 11,388           | 0.00        | 11,036           | 0.00         | 11,036           | 0.00         | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH | 30,362           | 0.00        | 29,749           | 0.00         | 29,749           | 0.00         | 0          | 0.00        |
| TOTAL - EE                     | 41,750           | 0.00        | 40,785           | 0.00         | 40,785           | 0.00         | 0          | 0.00        |
| <b>TOTAL</b>                   | <b>505,221</b>   | <b>9.27</b> | <b>499,794</b>   | <b>11.52</b> | <b>499,794</b>   | <b>11.52</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>             | <b>\$505,221</b> | <b>9.27</b> | <b>\$499,794</b> | <b>11.52</b> | <b>\$499,794</b> | <b>11.52</b> | <b>\$0</b> | <b>0.00</b> |

9/25/15 15:59  
im\_disummary

### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Human Resource Center

**Budget Unit:** 88742C

**HB Section:** 11.015

#### 1. CORE FINANCIAL SUMMARY

|              | FY 2017 Budget Request |                |       |                | FY 2017 Governor's Recommendation |         |       |          |
|--------------|------------------------|----------------|-------|----------------|-----------------------------------|---------|-------|----------|
|              | GR                     | Federal        | Other | Total          | GR                                | Federal | Other | Total    |
| PS           | 261,131                | 197,878        |       | 459,009        | PS                                |         |       |          |
| EE           | 11,036                 | 29,749         |       | 40,785         | EE                                |         |       |          |
| PSD          |                        |                |       |                | PSD                               |         |       |          |
| TRF          |                        |                |       |                | TRF                               |         |       |          |
| <b>Total</b> | <b>272,167</b>         | <b>227,627</b> |       | <b>499,794</b> | <b>Total</b>                      |         |       | <b>0</b> |
| FTE          | 6.30                   | 5.22           |       | 11.52          | FTE                               |         |       | 0.00     |

|                    |         |         |   |         |
|--------------------|---------|---------|---|---------|
| <i>Est. Fringe</i> | 134,921 | 106,741 | 0 | 241,661 |
|--------------------|---------|---------|---|---------|

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

|                    |   |   |   |   |
|--------------------|---|---|---|---|
| <i>Est. Fringe</i> | 0 | 0 | 0 | 0 |
|--------------------|---|---|---|---|

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### 2. CORE DESCRIPTION

This appropriation provides core funding for the Human Resource Center (HRC). HRC is charged by the Department of Social Services (DSS) to plan, develop and implement a statewide human resource program giving direction and coordination to all divisions within the department.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Human Resource Center

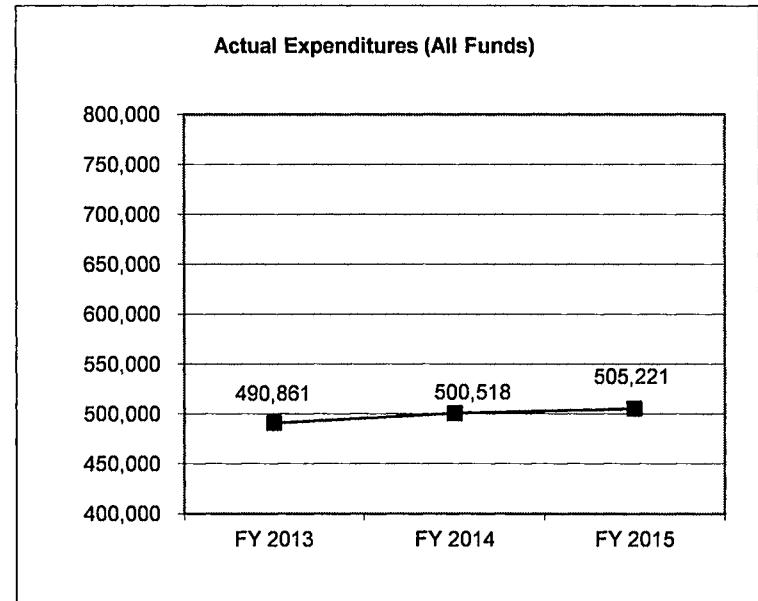
### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Human Resource Center

**Budget Unit:** 88742C  
**HB Section:** 11.015

#### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 533,096           | 515,741           | 520,757           | 499,794                |
| Less Reverted (All Funds)       | (9,088)           | (8,557)           | (8,642)           | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 524,008           | 507,184           | 512,115           | N/A                    |
| Actual Expenditures (All Funds) | 490,861           | 500,518           | 505,221           | N/A                    |
| Unexpended (All Funds)          | 33,147            | 6,666             | 6,894             | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 140               | 3                 | 0                 | N/A                    |
| Federal                         | 33,007            | 6,663             | 6,894             | N/A                    |
| Other                           | 0                 | 0                 | 0                 | N/A                    |
|                                 | (1)               | (2)               | (3)               | (4)                    |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### NOTES:

(1) FY13 - \$32,851 federal fund agency reserve for authority in excess of cash

(2) FY14 - \$6,140 federal fund agency reserve for authority in excess of cash

(3) FY15 - \$5,515 federal fund agency reserve for authority in excess of cash. Core reduction 2% Professional Services \$22 GR

(4) FY16 - \$17,372 general revenue core reduction.

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
HUMAN RESOURCE CENTER**

### **5. CORE RECONCILIATION DETAIL**

|                                    | Budget Class                  | FTE          | GR             | Federal        | Other    | Total          | Explanation |
|------------------------------------|-------------------------------|--------------|----------------|----------------|----------|----------------|-------------|
| <b>TAFF AFTER VETOES</b>           |                               |              |                |                |          |                |             |
|                                    | PS                            | 11.52        | 261,131        | 197,878        | 0        | 459,009        |             |
|                                    | EE                            | 0.00         | 11,036         | 29,749         | 0        | 40,785         |             |
|                                    | <b>Total</b>                  | <b>11.52</b> | <b>272,167</b> | <b>227,627</b> | <b>0</b> | <b>499,794</b> |             |
| <b>DEPARTMENT CORE ADJUSTMENTS</b> |                               |              |                |                |          |                |             |
| Core Reallocation                  | 212 9948                      | PS           | 0.00           | 0              | 0        | 0              |             |
| Core Reallocation                  | 212 2996                      | PS           | (0.00)         | 0              | 0        | 0              |             |
|                                    | <b>NET DEPARTMENT CHANGES</b> |              | <b>0.00</b>    | <b>0</b>       | <b>0</b> | <b>0</b>       |             |
| <b>DEPARTMENT CORE REQUEST</b>     |                               |              |                |                |          |                |             |
|                                    | PS                            | 11.52        | 261,131        | 197,878        | 0        | 459,009        |             |
|                                    | EE                            | 0.00         | 11,036         | 29,749         | 0        | 40,785         |             |
|                                    | <b>Total</b>                  | <b>11.52</b> | <b>272,167</b> | <b>227,627</b> | <b>0</b> | <b>499,794</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |                               |              |                |                |          |                |             |
|                                    | PS                            | 11.52        | 261,131        | 197,878        | 0        | 459,009        |             |
|                                    | EE                            | 0.00         | 11,036         | 29,749         | 0        | 40,785         |             |
|                                    | <b>Total</b>                  | <b>11.52</b> | <b>272,167</b> | <b>227,627</b> | <b>0</b> | <b>499,794</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                    | FY 2015        | FY 2015     | FY 2016        | FY 2016      | FY 2017        | FY 2017      | *****    | *****       |
|--------------------------------|----------------|-------------|----------------|--------------|----------------|--------------|----------|-------------|
| Decision Item                  | ACTUAL         | ACTUAL      | BUDGET         | BUDGET       | DEPT REQ       | DEPT REQ     | SECURED  | SECURED     |
| Budget Object Class            | DOLLAR         | FTE         | DOLLAR         | FTE          | DOLLAR         | FTE          | COLUMN   | COLUMN      |
| <b>HUMAN RESOURCE CENTER</b>   |                |             |                |              |                |              |          |             |
| <b>CORE</b>                    |                |             |                |              |                |              |          |             |
| ADMIN OFFICE SUPPORT ASSISTANT | 29,293         | 0.85        | 34,928         | 1.00         | 24,108         | 1.03         | 0        | 0.00        |
| SR OFC SUPPORT ASST (KEYBRD)   | 7,053          | 0.28        | 6,152          | 1.32         | 12,596         | 1.82         | 0        | 0.00        |
| PERSONNEL OFCR I               | 36,146         | 0.84        | 43,284         | 1.50         | 43,284         | 1.49         | 0        | 0.00        |
| PERSONNEL OFCR II              | 543            | 0.01        | 23             | 0.10         | 0              | 0.00         | 0        | 0.00        |
| HUMAN RELATIONS OFCR I         | 72,741         | 1.91        | 77,507         | 2.00         | 77,507         | 2.00         | 0        | 0.00        |
| HUMAN RELATIONS OFCR II        | 37,123         | 0.85        | 45,871         | 1.00         | 41,940         | 1.00         | 0        | 0.00        |
| PERSONNEL ANAL II              | 49,366         | 1.21        | 40,201         | 1.00         | 40,201         | 1.00         | 0        | 0.00        |
| STAFF TRAINING & DEV COOR      | 2,556          | 0.04        | 0              | 0.00         | 0              | 0.00         | 0        | 0.00        |
| TRAINING TECH II               | 3,299          | 0.09        | 0              | 0.00         | 0              | 0.00         | 0        | 0.00        |
| TRAINING TECH III              | 1,955          | 0.04        | 0              | 0.00         | 0              | 0.00         | 0        | 0.00        |
| HUMAN RESOURCES MGR B1         | 4,560          | 0.08        | 4,536          | 0.00         | 4,536          | 0.08         | 0        | 0.00        |
| HUMAN RESOURCES MGR B2         | 131,038        | 1.95        | 135,949        | 2.00         | 130,673        | 2.00         | 0        | 0.00        |
| HUMAN RESOURCES MGR B3         | 80,601         | 1.00        | 63,999         | 1.00         | 81,036         | 1.00         | 0        | 0.00        |
| LEGAL COUNSEL                  | 3,938          | 0.08        | 4,077          | 0.09         | 2,675          | 0.09         | 0        | 0.00        |
| MISCELLANEOUS PROFESSIONAL     | 453            | 0.00        | 516            | 0.01         | 453            | 0.01         | 0        | 0.00        |
| SPECIAL ASST PROFESSIONAL      | 2,806          | 0.04        | 0              | 0.00         | 0              | 0.00         | 0        | 0.00        |
| SPECIAL ASST OFFICE & CLERICAL | 0              | 0.00        | 1,966          | 0.50         | 0              | 0.00         | 0        | 0.00        |
| <b>TOTAL - PS</b>              | <b>463,471</b> | <b>9.27</b> | <b>459,009</b> | <b>11.52</b> | <b>459,009</b> | <b>11.52</b> | <b>0</b> | <b>0.00</b> |
| TRAVEL, IN-STATE               | 2,412          | 0.00        | 1,676          | 0.00         | 1,676          | 0.00         | 0        | 0.00        |
| SUPPLIES                       | 18,473         | 0.00        | 14,961         | 0.00         | 16,733         | 0.00         | 0        | 0.00        |
| PROFESSIONAL DEVELOPMENT       | 4,592          | 0.00        | 3,923          | 0.00         | 3,923          | 0.00         | 0        | 0.00        |
| COMMUNICATION SERV & SUPP      | 7,791          | 0.00        | 9,455          | 0.00         | 9,455          | 0.00         | 0        | 0.00        |
| PROFESSIONAL SERVICES          | 3,261          | 0.00        | 4,228          | 0.00         | 3,456          | 0.00         | 0        | 0.00        |
| HOUSEKEEPING & JANITORIAL SERV | 183            | 0.00        | 508            | 0.00         | 508            | 0.00         | 0        | 0.00        |
| M&R SERVICES                   | 1,146          | 0.00        | 1,486          | 0.00         | 1,486          | 0.00         | 0        | 0.00        |
| OFFICE EQUIPMENT               | 3,059          | 0.00        | 4,368          | 0.00         | 3,338          | 0.00         | 0        | 0.00        |
| OTHER EQUIPMENT                | 511            | 0.00        | 0              | 0.00         | 10             | 0.00         | 0        | 0.00        |
| BUILDING LEASE PAYMENTS        | 85             | 0.00        | 0              | 0.00         | 10             | 0.00         | 0        | 0.00        |
| EQUIPMENT RENTALS & LEASES     | 100            | 0.00        | 0              | 0.00         | 10             | 0.00         | 0        | 0.00        |

**DECISION ITEM DETAIL**

| Budget Unit                  | FY 2015          | FY 2015     | FY 2016          | FY 2016      | FY 2017          | FY 2017      | *****      | *****       |
|------------------------------|------------------|-------------|------------------|--------------|------------------|--------------|------------|-------------|
| Decision Item                | ACTUAL           | ACTUAL      | BUDGET           | BUDGET       | DEPT REQ         | DEPT REQ     | SECURED    | SECURED     |
| Budget Object Class          | DOLLAR           | FTE         | DOLLAR           | FTE          | DOLLAR           | FTE          | COLUMN     | COLUMN      |
| <b>HUMAN RESOURCE CENTER</b> |                  |             |                  |              |                  |              |            |             |
| <b>CORE</b>                  |                  |             |                  |              |                  |              |            |             |
| MISCELLANEOUS EXPENSES       | 137              | 0.00        | 180              | 0.00         | 180              | 0.00         | 0          | 0.00        |
| TOTAL - EE                   | 41,750           | 0.00        | 40,785           | 0.00         | 40,785           | 0.00         | 0          | 0.00        |
| <b>GRAND TOTAL</b>           | <b>\$505,221</b> | <b>9.27</b> | <b>\$499,794</b> | <b>11.52</b> | <b>\$499,794</b> | <b>11.52</b> | <b>\$0</b> | <b>0.00</b> |
| GENERAL REVENUE              | \$279,408        | 5.33        | \$272,167        | 6.30         | \$272,167        | 6.30         |            | 0.00        |
| FEDERAL FUNDS                | \$225,813        | 3.94        | \$227,627        | 5.22         | \$227,627        | 5.22         |            | 0.00        |
| OTHER FUNDS                  | \$0              | 0.00        | \$0              | 0.00         | \$0              | 0.00         |            | 0.00        |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.015

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

### **1. What does this program do?**

The Human Resource Center plans, develops and implements statewide human resource programs; providing leadership, direction and coordination of related services and support to all divisions.

The quality and level of services provided to the public through Department of Social Services (DSS) programs are directly affected by the performance of each division's employees. The service and support functions provided by the Human Resource Center (HRC) are necessary to maintain a qualified and productive workforce and ensure compliance with applicable state and federal law. HRC's mission is to serve the divisions in a timely and responsible manner through training, guidance, and assistance, thus contributing to the retention and continuing development of a productive and harmonious workforce.

To assist the divisions in meeting their programmatic goals, HRC provides training, interpretive and technical assistance to staff ensuring personnel decisions are made and actions are taken within relevant guidelines including merit system rules and regulations, state and federal employment laws, state and federal civil rights laws, and administrative policies and procedures.

HRC uses its resources to:

- assure the department's compliance with state personnel law (merit system) and serve as liaison with the Office of Administration's Division of Personnel;
- administer personnel functions of employment, termination, promotion, compensation, performance appraisal, discipline and related activities directly for the MO HealthNet Division, Director's Office, and the support divisions and indirectly for the remaining divisions;
- provide advice, training, and consultation to staff to assure consistency among divisions and fair and equitable treatment of employees;
- maintain a high standard of case preparation and presentation of employee disciplinary actions before the Administrative Hearing Commission;
- provide representation of DSS before administrative bodies and court tribunals on personnel related issues;
- develop and provide training to all staff in areas such as new employee orientation, prevention of harassment, workplace diversity, unlawful discrimination, labor relations, customer service, and employee and management development;
- assure department compliance with federal and state laws relating to equal employment opportunity, affirmative action, and provision of services;
- investigate allegations of unlawful discrimination and harassment of DSS employees and clients;
- assist/coordinate workplace accommodations for employees pursuant to federal and state laws and departmental policies;
- provide technical assistance regarding civil rights, employment law and human resource issues to department and division personnel;
- serve as liaison for civil rights issues with other governmental agencies such as Equal Employment Opportunity Commission (EEOC), Missouri Commission on Human Rights (MCHR), United States Department of Agriculture (USDA), and Health and Human Services (HHS);
- provide technical assistance on civil rights issues to DSS vendors and service recipients;
- develop and provide assistance in the implementation of a department Workforce Diversity Plan and Program;
- work with management on organizational change/development issues;
- improve management/employee relations through fair and timely conflict resolution procedures including grievance mediation and management reviews;
- maintain and continue to enhance the Department's learning management system -- Employee Learning Center;
- maintain grievance, discipline, retention and employment analysis system to assist managers in identification of problem areas and staff needs;
- coordinate/assist in labor/management relations;

## PROGRAM DESCRIPTION

**Department:** Social Services

**HB Section:** 11.015

**Program Name:** Human Resource Center

**Program is found in the following core budget(s):** Human Resource Center

- coordinate and administer departmental employee award and recognition programs, unemployment benefits, workers' compensation claims and recruitment activities;
- develop and maintain an employment information website for DSS employees and the public;
- maintain official personnel records in a confidential and secure manner and receive and process fingerprint checks for DSS applicants, volunteers, interns, and contractors, when applicable.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 660.010

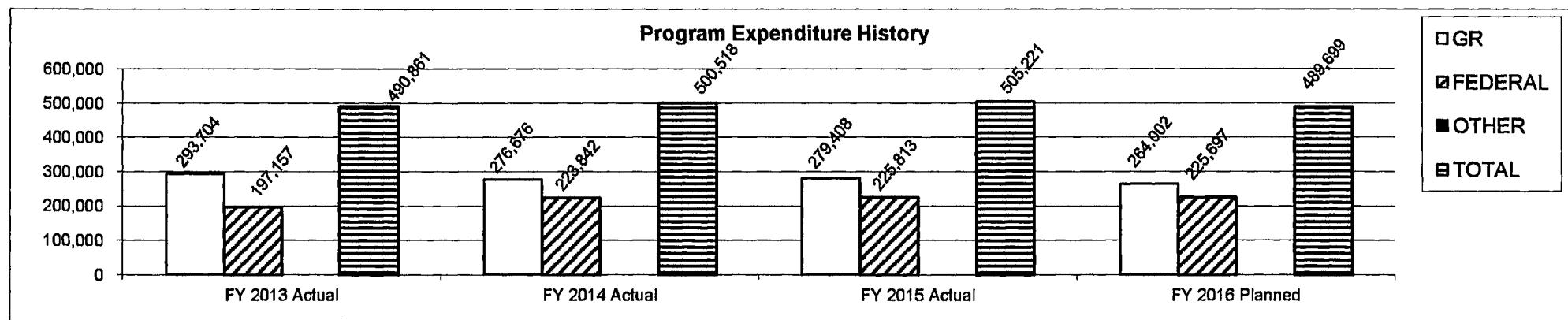
**3. Are there federal matching requirements? If yes, please explain.**

There is no matching requirement. However, expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2016 expenditures are net of reserves and reverted.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.015

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

### **6. What are the sources of the "Other" funds?**

N/A

### **7a. Provide an effectiveness measure.**

| SFY  | Number of Times the Employment Information Website is Accessed |         |
|------|--|---------|
|      | Projected  | Actual  |
| 2015 |  | 901,139 |
| 2016 | 900,000  |         |
| 2017 | 900,000  |         |

| SFY   | Number of Employees Participating in Employment-Related Training |         | Percent of New Employees Attending Orientation, Sexual Harassment and Diversity Sessions |        |
|-------|--|---------|--|--------|
|       | Projected  | Actual* | Projected  | Actual |
| 2,013 | 7,000  | 6,813   | 95%  | 99%    |
| 2,014 | 7,000  | 7,491   | 97%  | 99%    |
| 2,015 | 7,000  | 7,129   | 99%  | 99%    |
| 2,016 | 7,000  |         | 99%  |        |
| 2,017 | 7,000  |         | 99%  |        |

\*Employees may receive more than one training class.

### **7b. Provide an efficiency measure.**

| SFY  | Number of employee grievances processed |        |
|------|---|--------|
|      | Projected                               | Actual |
| 2013 | 165                                     | 136    |
| 2014 | 165                                     | 116    |
| 2015 | 140*                                    | 105    |
| 2016 | 125                                     |        |
| 2017 | 125                                     |        |

\*The projection has been lowered based on the actual number filed in the past 4 years.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.015

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

**7c. Provide the number of clients/individuals served, if applicable.**

| SFY  | Number of DSS Employees* |        |
|------|--------------------------|--------|
|      | Projected                | Actual |
| 2012 | 7,358                    | 7,320  |
| 2013 | 7,358                    | 7,113  |
| 2014 | 7,358                    | 7,129  |
| 2015 | 7,200**                  | 7,055  |
| 2016 | 7,100**                  |        |
| 2017 | 7,100**                  |        |

\*Number of employees employed as of June 30.

\*\*The projection has been lowered based on the number of DSS employees in 2014 and 2015.

**7d. Provide a customer satisfaction measure, if available.**

| SFY  | Training Evaluation Rating Averages* |        |
|------|--------------------------------------|--------|
|      | Projected                            | Actual |
| 2012 | 4.41                                 | 4.46   |
| 2013 | 4.41                                 | 4.48   |
| 2014 | 4.41                                 | 4.52   |
| 2015 | 4.41                                 | 4.62   |
| 2016 | 4.41                                 |        |
| 2017 | 4.41                                 |        |

\*Average based on scale of 1 to 5 with 5 being the best.

# **Missouri Medicaid Audit & Compliance**

## DECISION ITEM SUMMARY

| Budget Unit                               | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>MO MEDICAID AUDIT &amp; COMPLIANCE</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                               |                             |                          |                             |                          |                               |                            |                            |                            |
| PERSONAL SERVICES                         |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE                           | 1,178,838                   | 30.54                    | 1,150,733                   | 31.55                    | 1,167,605                     | 32.05                      | 0                          | 0.00                       |
| DEPT OF SOC SERV FEDERAL & OTH            | 1,262,989                   | 32.86                    | 1,582,652                   | 41.00                    | 1,582,652                     | 41.00                      | 0                          | 0.00                       |
| RECOVERY AUDIT AND COMPLIANCE             | 206,528                     | 5.27                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| TOTAL - PS                                | 2,648,355                   | 68.67                    | 2,733,385                   | 72.55                    | 2,750,257                     | 73.05                      | 0                          | 0.00                       |
| EXPENSE & EQUIPMENT                       |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE                           | 108,604                     | 0.00                     | 185,578                     | 0.00                     | 185,578                       | 0.00                       | 0                          | 0.00                       |
| DEPT OF SOC SERV FEDERAL & OTH            | 3,055                       | 0.00                     | 860,039                     | 0.00                     | 860,039                       | 0.00                       | 0                          | 0.00                       |
| RECOVERY AUDIT AND COMPLIANCE             | 36,212                      | 0.00                     | 82,087                      | 0.00                     | 82,087                        | 0.00                       | 0                          | 0.00                       |
| MEDICAID PROVIDER ENROLLMENT              | 0                           | 0.00                     | 51,500                      | 0.00                     | 51,500                        | 0.00                       | 0                          | 0.00                       |
| TOTAL - EE                                | 147,871                     | 0.00                     | 1,179,204                   | 0.00                     | 1,179,204                     | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL</b>                              | <b>2,796,226</b>            | <b>68.67</b>             | <b>3,912,589</b>            | <b>72.55</b>             | <b>3,929,461</b>              | <b>73.05</b>               | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                        | <b>\$2,796,226</b>          | <b>68.67</b>             | <b>\$3,912,589</b>          | <b>72.55</b>             | <b>\$3,929,461</b>            | <b>73.05</b>               | <b>\$0</b>                 | <b>0.00</b>                |

## CORE DECISION ITEM

**Department:** Social Services

**Budget Unit:** 90043C

**Division:** Office of Director

**Core:** MO Medicaid Audit & Compliance (MMAC)

**HB Section:** 11.020

### 1. CORE FINANCIAL SUMMARY

| FY 2017 Budget Request |                  |                  |                | FY 2017 Governor's Recommendation |                    |          |          |             |
|------------------------|------------------|------------------|----------------|-----------------------------------|--------------------|----------|----------|-------------|
|                        | GR               | Federal          | Other          | Total                             | GR                 | Federal  | Other    | Total       |
| PS                     | 1,167,605        | 1,582,652        | 0              | 2,750,257                         | PS                 |          |          |             |
| EE                     | 185,578          | 860,039          | 133,587        | 1,179,204                         | EE                 |          |          |             |
| PSD                    |                  |                  |                |                                   | PSD                |          |          |             |
| TRF                    |                  |                  |                |                                   | TRF                |          |          |             |
| <b>Total</b>           | <b>1,353,183</b> | <b>2,442,691</b> | <b>133,587</b> | <b>3,929,461</b>                  | <b>Total</b>       |          |          | <b>0</b>    |
| <b>FTE</b>             | <b>32.05</b>     | <b>41.00</b>     | <b>0.00</b>    | <b>73.05</b>                      | <b>FTE</b>         |          |          | <b>0.00</b> |
| <b>Est. Fringe</b>     | <b>642,438</b>   | <b>846,153</b>   | <b>0</b>       | <b>1,488,591</b>                  | <b>Est. Fringe</b> | <b>0</b> | <b>0</b> | <b>0</b>    |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Recovery Audit and Compliance Fund (0974)

Medicaid Provider Enrollment (0990)

### 2. CORE DESCRIPTION

MO Medicaid Audit & Compliance (MMAC) mission is to enhance the integrity of the state Medicaid program by preventing and detecting fraudulent, abusive and wasteful practices within the program and recovering improperly expended funds while promoting high quality of patient care. This unit works to reduce costs, increase the efficiency of provider monitoring and assist providers with compliance. Executive initiatives include a disclosure protocol for providers to report and refund payments identified by providers as having been received in error; identification of program weaknesses through MMAC's audit, investigation, data mining or compliance activities which result in fraud, or in services which fail to meet recognized business, financial or professional standards. MMAC also protects the integrity of the Medicaid program by enrolling providers, through a rigorous screening process. MMAC also has cooperative agreements with the Departments of Health and Senior Services and Mental Health to enhance the integrity of the waiver programs by preventing and detecting fraudulent, abusive and wasteful practices and recovering improperly expended funds while promoting high quality of patient care. MMAC is dedicated to preserving and protecting the Medicaid program for those in need, and to safeguard the state's taxpayers from fraud and abuse of Medicaid.

### 3. PROGRAM LISTING (list programs included in this core funding)

MO Medicaid Audit and Compliance

## CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 90043C

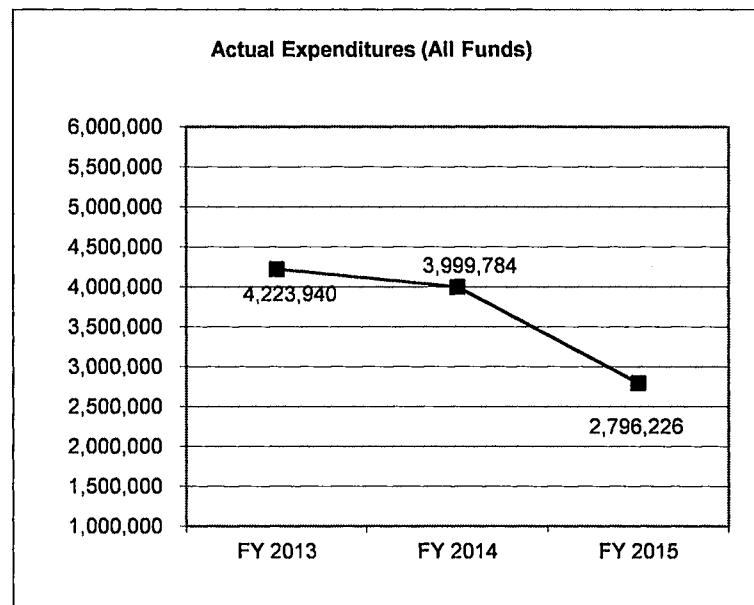
**Division: Office of Director**

**HB Section:** 11.020

**Core: MO Medicaid Audit & Compliance (MMAC)**

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 5,342,072         | 5,379,492         | 4,331,084         | 3,912,589              |
| Less Reverted (All Funds)       | (50,647)          | (51,083)          | (42,382)          | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 5,291,425         | 5,328,409         | 4,288,702         | N/A                    |
| Actual Expenditures (All Funds) | 4,223,940         | 3,999,784         | 2,796,226         | N/A                    |
| Unexpended (All Funds)          | 1,067,485         | 1,328,625         | 1,492,476         | N/A                    |
|                                 |                   |                   |                   |                        |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 13,731            | 32                | 82,895            | N/A                    |
| Federal                         | 573,829           | 845,714           | 1,165,463         | N/A                    |
| Other                           | 479,925           | 482,879           | 244,118           | N/A                    |
| (1)                             | (2)               | (3)               | (4)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY13 Federal Fund agency reserve of \$562,000. \$428,425 reverted in other funds because there can be no expenditures from the Recovery Audit and Compliance fund until there is money in the fund.

(2) FY14 Federal Fund agency reserve of \$678,000. \$428,425 reverted in other funds because there can be no expenditures from the Recovery Audit and Compliance fund until there is money in the fund.

(3) FY15 Federal Fund agency reserve of \$851,000. Core reallocation to Systems Management \$1,087,936 (\$305,468 GR and \$782,468 FF). Core reduction 2% of Professional Services \$269 GR.

(4) FY16 Core reduction \$85,296 GR and 9.45 FTE.

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
MO MEDICAID AUDIT & COMPLIANCE**

**5. CORE RECONCILIATION DETAIL**

|                                    | Budget Class                  | FTE          | GR               | Federal          | Other          | Total            | Explanation  |
|------------------------------------|-------------------------------|--------------|------------------|------------------|----------------|------------------|--|
| <b>TAFF AFTER VETOES</b>           |                               |              |                  |                  |                |                  |  |
|                                    | PS                            | 72.55        | 1,150,733        | 1,582,652        | 0              | 2,733,385        |  |
|                                    | EE                            | 0.00         | 185,578          | 860,039          | 133,587        | 1,179,204        |  |
|                                    | <b>Total</b>                  | <b>72.55</b> | <b>1,336,311</b> | <b>2,442,691</b> | <b>133,587</b> | <b>3,912,589</b> |  |
| <b>DEPARTMENT CORE ADJUSTMENTS</b> |                               |              |                  |                  |                |                  |  |
| Transfer In                        | 254 7963                      | PS           | 0.50             | 16,872           | 0              | 0                | 16,872 Transfer from DMH to fully fund FTE to assist enrollment of DMH providers for DD waivers. |
| Core Reallocation                  | 221 8028                      | PS           | (0.00)           | 0                | 0              | 0                | (0)  |
| Core Reallocation                  | 221 7963                      | PS           | 0.00             | 0                | 0              | 0                | (0)  |
|                                    | <b>NET DEPARTMENT CHANGES</b> |              | <b>0.50</b>      | <b>16,872</b>    | <b>0</b>       | <b>0</b>         | <b>16,872</b>  |
| <b>DEPARTMENT CORE REQUEST</b>     |                               |              |                  |                  |                |                  |  |
|                                    | PS                            | 73.05        | 1,167,605        | 1,582,652        | 0              | 2,750,257        |  |
|                                    | EE                            | 0.00         | 185,578          | 860,039          | 133,587        | 1,179,204        |  |
|                                    | <b>Total</b>                  | <b>73.05</b> | <b>1,353,183</b> | <b>2,442,691</b> | <b>133,587</b> | <b>3,929,461</b> |  |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |                               |              |                  |                  |                |                  |  |
|                                    | PS                            | 73.05        | 1,167,605        | 1,582,652        | 0              | 2,750,257        |  |
|                                    | EE                            | 0.00         | 185,578          | 860,039          | 133,587        | 1,179,204        |  |
|                                    | <b>Total</b>                  | <b>73.05</b> | <b>1,353,183</b> | <b>2,442,691</b> | <b>133,587</b> | <b>3,929,461</b> |  |

**DECISION ITEM DETAIL**

| Budget Unit                               | FY 2015 | FY 2015 | FY 2016 | FY 2016 | FY 2017  | FY 2017  | *****   | *****   |
|---|---------|---------|---------|---------|----------|----------|---------|---------|
| Decision Item                             | ACTUAL  | ACTUAL  | BUDGET  | BUDGET  | DEPT REQ | DEPT REQ | SECURED | SECURED |
| Budget Object Class                       | DOLLAR  | FTE     | DOLLAR  | FTE     | DOLLAR   | FTE      | COLUMN  | COLUMN  |
| <b>NO MEDICAID AUDIT &amp; COMPLIANCE</b> |         |         |         |         |          |          |         |         |
| <b>CORE</b>                               |         |         |         |         |          |          |         |         |
| SR OFC SUPPORT ASST (CLERICAL)            | 0       | 0.00    | 133     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| ADMIN OFFICE SUPPORT ASSISTANT            | 53,772  | 1.83    | 55,897  | 1.77    | 55,897   | 2.00     | 0       | 0.00    |
| OFFICE SUPPORT ASST (KEYBRD)              | 0       | 0.00    | 124     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| SR OFC SUPPORT ASST (KEYBRD)              | 49,651  | 1.95    | 51,646  | 2.00    | 51,646   | 2.00     | 0       | 0.00    |
| ACCOUNT CLERK II                          | 20,985  | 0.84    | 25,960  | 1.00    | 25,960   | 1.00     | 0       | 0.00    |
| AUDITOR II                                | 37,278  | 0.99    | 34,521  | 0.88    | 34,521   | 1.00     | 0       | 0.00    |
| ACCOUNTANT I                              | 30,442  | 1.00    | 27,049  | 0.77    | 27,049   | 1.00     | 0       | 0.00    |
| EXECUTIVE I                               | 0       | 0.00    | 83      | 0.00    | 14       | 0.00     | 0       | 0.00    |
| MANAGEMENT ANALYSIS SPEC II               | 87,581  | 1.99    | 78,672  | 1.76    | 78,741   | 2.00     | 0       | 0.00    |
| HEALTH PROGRAM REP III                    | 0       | 0.00    | 207     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| ADMINISTRATIVE ANAL I                     | 32,598  | 1.05    | 317     | 1.00    | 0        | 0.00     | 0       | 0.00    |
| ADMINISTRATIVE ANAL II                    | 49,183  | 1.42    | 66,466  | 2.00    | 34,400   | 1.00     | 0       | 0.00    |
| MEDICAL TECHNOLOGIST I                    | 0       | 0.00    | 153     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| REGISTERED NURSE IV                       | 0       | 0.00    | 213     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| REGISTERED NURSE SENIOR                   | 215,643 | 4.76    | 225,432 | 5.00    | 225,432  | 5.00     | 0       | 0.00    |
| REGISTERED NURSE - CLIN OPERS             | 27,665  | 0.54    | 58,133  | 1.00    | 58,133   | 1.00     | 0       | 0.00    |
| AGING PROGRAM SPEC I                      | 0       | 0.00    | 1       | 0.00    | 0        | 0.00     | 0       | 0.00    |
| PROGRAM DEVELOPMENT SPEC                  | 68,455  | 1.66    | 42,015  | 1.00    | 42,015   | 1.00     | 0       | 0.00    |
| INVESTIGATOR II                           | 242,419 | 5.85    | 228,589 | 5.91    | 269,162  | 7.13     | 0       | 0.00    |
| INVESTIGATOR III                          | 46,344  | 0.98    | 23,633  | 0.50    | 23,633   | 1.00     | 0       | 0.00    |
| CORRESPONDENCE & INFO SPEC I              | 65,975  | 1.89    | 69,876  | 2.00    | 69,876   | 2.00     | 0       | 0.00    |
| MEDICAID PHARMACEUTICAL TECH              | 0       | 0.00    | 1       | 0.00    | 0        | 0.00     | 0       | 0.00    |
| MEDICAID CLERK                            | 275,961 | 9.78    | 272,043 | 10.26   | 288,915  | 11.50    | 0       | 0.00    |
| MEDICAID TECHNICIAN                       | 89,026  | 2.80    | 97,908  | 4.14    | 97,908   | 3.00     | 0       | 0.00    |
| MEDICAID SPEC                             | 762,293 | 20.15   | 783,439 | 21.30   | 837,542  | 22.00    | 0       | 0.00    |
| MEDICAID UNIT SPV                         | 187,386 | 4.00    | 161,861 | 3.42    | 161,861  | 4.00     | 0       | 0.00    |
| FISCAL & ADMINISTRATIVE MGR B1            | 0       | 0.00    | 178     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| FISCAL & ADMINISTRATIVE MGR B2            | 0       | 0.00    | 268     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| INVESTIGATION MGR B1                      | 51,812  | 1.00    | 49,044  | 0.89    | 54,482   | 1.00     | 0       | 0.00    |
| REGISTERED NURSE MANAGER B2               | 59,690  | 1.00    | 56,838  | 0.89    | 61,226   | 1.00     | 0       | 0.00    |
| HEALTH & SENIOR SVCS MANAGER 1            | 0       | 0.00    | 222     | 0.00    | 0        | 0.00     | 0       | 0.00    |
| SOCIAL SERVICES MGR, BAND 1               | 46,977  | 0.91    | 0       | 0.00    | 44,204   | 1.00     | 0       | 0.00    |

**DECISION ITEM DETAIL**

| Budget Unit                               | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>MO MEDICAID AUDIT &amp; COMPLIANCE</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                               |                             |                          |                             |                          |                               |                            |                            |                            |
| SOCIAL SERVICES MNGR, BAND 2              | 0                           | 0.00                     | 44,204                      | 0.88                     | 0                             | 0.00                       | 0                          | 0.00                       |
| DESIGNATED PRINCIPAL ASST DEPT            | 82,976                      | 1.00                     | 73,760                      | 0.88                     | 83,166                        | 1.00                       | 0                          | 0.00                       |
| DESIGNATED PRINCIPAL ASST DIV             | 0                           | 0.00                     | 73,980                      | 0.88                     | 0                             | 0.00                       | 0                          | 0.00                       |
| SPECIAL ASST PROFESSIONAL                 | 64,243                      | 1.28                     | 130,519                     | 2.42                     | 124,474                       | 1.42                       | 0                          | 0.00                       |
| <b>TOTAL - PS</b>                         | <b>2,648,355</b>            | <b>68.67</b>             | <b>2,733,385</b>            | <b>72.55</b>             | <b>2,750,257</b>              | <b>73.05</b>               | <b>0</b>                   | <b>0.00</b>                |
| TRAVEL, IN-STATE                          | 40,941                      | 0.00                     | 54,125                      | 0.00                     | 54,125                        | 0.00                       | 0                          | 0.00                       |
| TRAVEL, OUT-OF-STATE                      | 0                           | 0.00                     | 1,002                       | 0.00                     | 1,002                         | 0.00                       | 0                          | 0.00                       |
| SUPPLIES                                  | 52,464                      | 0.00                     | 47,360                      | 0.00                     | 53,000                        | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL DEVELOPMENT                  | 566                         | 0.00                     | 2,413                       | 0.00                     | 2,413                         | 0.00                       | 0                          | 0.00                       |
| COMMUNICATION SERV & SUPP                 | 25,950                      | 0.00                     | 29,641                      | 0.00                     | 29,641                        | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL SERVICES                     | 21,364                      | 0.00                     | 411,200                     | 0.00                     | 405,485                       | 0.00                       | 0                          | 0.00                       |
| M&R SERVICES                              | 1,996                       | 0.00                     | 613,575                     | 0.00                     | 613,575                       | 0.00                       | 0                          | 0.00                       |
| OFFICE EQUIPMENT                          | 3,398                       | 0.00                     | 18,157                      | 0.00                     | 18,157                        | 0.00                       | 0                          | 0.00                       |
| OTHER EQUIPMENT                           | 218                         | 0.00                     | 0                           | 0.00                     | 75                            | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS EXPENSES                    | 974                         | 0.00                     | 1,731                       | 0.00                     | 1,731                         | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL - EE</b>                         | <b>147,871</b>              | <b>0.00</b>              | <b>1,179,204</b>            | <b>0.00</b>              | <b>1,179,204</b>              | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                        | <b>\$2,796,226</b>          | <b>68.67</b>             | <b>\$3,912,589</b>          | <b>72.55</b>             | <b>\$3,929,461</b>            | <b>73.05</b>               | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                           | \$1,287,442                 | 30.54                    | \$1,336,311                 | 31.55                    | \$1,353,183                   | 32.05                      |                            | 0.00                       |
| FEDERAL FUNDS                             | \$1,266,044                 | 32.86                    | \$2,442,691                 | 41.00                    | \$2,442,691                   | 41.00                      |                            | 0.00                       |
| OTHER FUNDS                               | \$242,740                   | 5.27                     | \$133,587                   | 0.00                     | \$133,587                     | 0.00                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.020

**Program Name: Office of Director**

**Program is found in the following core budget(s): MO Medicaid Audit & Compliance (MMAC)**

### **1. What does this program do?**

MO Medicaid Audit & Compliance (MMAC) is a consolidation of staff from the Department of Social Services (DSS), the Department of Mental Health (DMH), and the Department of Health and Senior Services (DHSS) that work to increase the number of program staff with clinical expertise who can better identify issues with patient care and claim irregularities. Employees of the unit investigate and audit providers and work with contractors who provide recovery audit services to identify and recoup program overpayments billed by providers. The MMAC focuses on providing education to assist providers with understanding the requirements of the Medicaid

The MMAC seeks to ensure appropriate amounts are paid to legitimate providers for appropriate and reasonable services provided to eligible participants. The unit monitors Medicaid program compliance by providers and participants. The unit conducts post-payment reviews of MO HealthNet claims to assure that appropriate payments are made and that providers are billing and providing services in accordance with federal and state regulations.

The MMAC determines what enforcement activities to pursue following unit audits and investigations. These enforcement activities range from education, demand of repayment, program suspension, closed-end agreements, prepayment review, participant lock-in, and referrals to the Attorney General's Office Medicaid Fraud Control Unit (MFCU).

MMAC maintains Medicaid enrollment files for approximately 50,000 health care providers that participate in the MO HealthNet fee-for-service (FFS) program. The Provider Enrollment Unit (PEU) processes new applications, updates the records of existing providers, and revalidates the enrollment information for each MO HealthNet provider at least every five years. Federal Regulations require screening of new applicants as well as monthly monitoring checks of current providers. The PEU focuses on maintaining current information on all enrolled providers and denying or terminating the enrollment of providers who are deemed ineligible or excludable from participating in the Medicaid program.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Federal law: Social Security Act Section 1902(a)(4), 1903(i)(2), and 1909; Federal regulations: 42 CFR, Part 455; State Regulation: 13 CSR 65-2.020

### **3. Are there federal matching requirements? If yes, please explain.**

MMAC expenditures earn a 50% federal match. Expenditures related to the operation of the MMIS system earn a 75% federal match. Staff resources employed in the implementation of the new Provider Enrollment - Case Management system earn a 90% federal match.

### **4. Is this a federally mandated program? If yes, please explain.**

Yes. The Social Security Act requires states to report fraud and abuse information and have a method to verify whether services reimbursed by Medicaid were actually furnished to recipients.

## PROGRAM DESCRIPTION

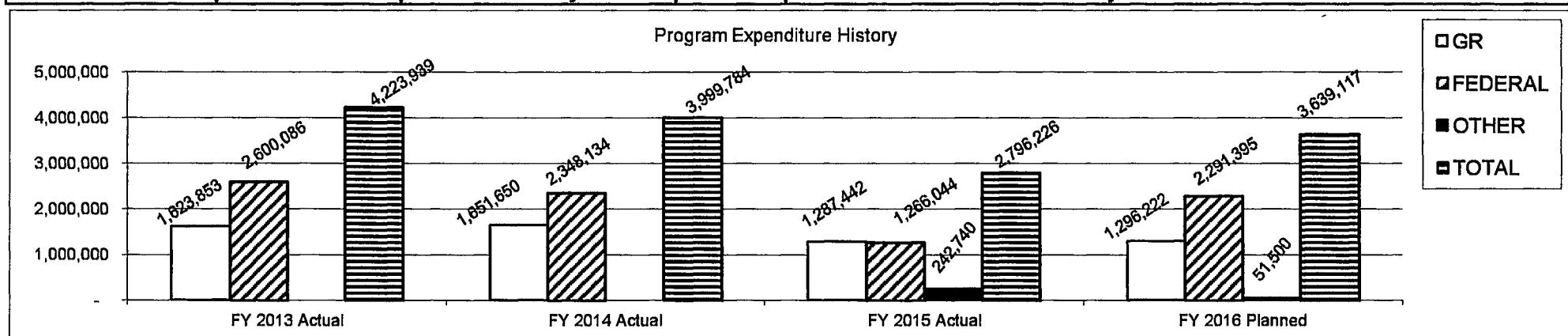
**Department:** Social Services

**HB Section:** 11.020

**Program Name:** Office of Director

**Program is found in the following core budget(s):** MO Medicaid Audit & Compliance (MMAC)

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2016 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other" funds?

Recovery Audit and Compliance Fund (0974) and Medicaid Provider Enrollment Fund (0990).

### 7a. Provide an effectiveness measure.

| SFY    | Cost Avoidance |              | Fee For Service Audit Recoveries |              | Provider Terminations |        | Referrals to MFCU |        |
|--------|----------------|--------------|----------------------------------|--------------|-----------------------|--------|-------------------|--------|
|        | Projected      | Actual       | Projected                        | Actual       | Projected             | Actual | Projected         | Actual |
| FY2013 | \$34,674,811   | \$47,379,710 | \$18,181,480                     | \$32,767,892 | 889                   | 889    | 112               | 112    |
| FY2014 | \$47,379,710   | \$41,609,154 | \$32,767,892                     | \$24,090,054 | 889                   | 841    | 112               | 105    |
| FY2015 | \$41,609,154   | \$45,921,386 | \$24,090,054                     | \$16,015,303 | 841                   | 850    | 105               | 70     |
| FY2016 | \$41,609,154   |              | \$16,015,303                     |              | 860                   |        | 96                |        |
| FY2017 | \$41,609,154   |              | \$16,015,303                     |              | 860                   |        | 96                |        |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.020

**Program Name: Office of Director**

**Program is found in the following core budget(s): MO Medicaid Audit & Compliance (MMAC)**

**7b. Provide an efficiency measure.**

| SFY    | Number of Fee For Service Audits |        | Number of Self Disclosures Processed |        | Case Hours |        | Number of Claims Reviewed |         |
|--------|----------------------------------|--------|--------------------------------------|--------|------------|--------|---------------------------|---------|
|        | Projected                        | Actual | Projected                            | Actual | Projected  | Actual | Projected                 | Actual  |
| FY2013 | 1,474                            | 1,875  | 252                                  | 383    | 20,590     | 20,317 | 177,920                   | 177,920 |
| FY2014 | 1,875                            | 2,344  | 383                                  | 981    | 20,317     | 29,092 | 177,920                   | 270,458 |
| FY2015 | 2,344                            | 3,759  | 981                                  | 2,636  | 24,705     | 21,653 | 224,189                   | 161,308 |
| FY2016 | 4,194                            |        | 2,750                                |        | 23,687     |        | 203,229                   |         |
| FY2017 | 4,194                            |        | 2,750                                |        | 23,687     |        | 203,229                   |         |

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **System Management**

## DECISION ITEM SUMMARY

| Budget Unit                    |  | FY 2015            | FY 2015     | FY 2016            | FY 2016     | FY 2017            | FY 2017     | *****      | *****       |
|--------------------------------|--|--------------------|-------------|--------------------|-------------|--------------------|-------------|------------|-------------|
| Decision Item                  |  | ACTUAL             | ACTUAL      | BUDGET             | BUDGET      | DEPT REQ           | DEPT REQ    | SECURED    | SECURED     |
| Budget Object Summary          |  | DOLLAR             | FTE         | DOLLAR             | FTE         | DOLLAR             | FTE         | COLUMN     | COLUMN      |
| Fund                           |  |                    |             |                    |             |                    |             |            |             |
| <b>SYSTEMS MANAGEMENT</b>      |  |                    |             |                    |             |                    |             |            |             |
| <b>CORE</b>                    |  |                    |             |                    |             |                    |             |            |             |
| EXPENSE & EQUIPMENT            |  |                    |             |                    |             |                    |             |            |             |
| GENERAL REVENUE                |  | 399,442            | 0.00        | 642,673            | 0.00        | 642,673            | 0.00        | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH |  | 1,230,604          | 0.00        | 3,969,576          | 0.00        | 3,969,576          | 0.00        | 0          | 0.00        |
| TOTAL - EE                     |  | 1,630,046          | 0.00        | 4,612,249          | 0.00        | 4,612,249          | 0.00        | 0          | 0.00        |
| <b>TOTAL</b>                   |  | <b>1,630,046</b>   | <b>0.00</b> | <b>4,612,249</b>   | <b>0.00</b> | <b>4,612,249</b>   | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>             |  | <b>\$1,630,046</b> | <b>0.00</b> | <b>\$4,612,249</b> | <b>0.00</b> | <b>\$4,612,249</b> | <b>0.00</b> | <b>\$0</b> | <b>0.00</b> |

9/25/15 15:59  
Im\_disummary

### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Systems Management

**Budget Unit:** 90040C  
**HB Section:** 11.025

#### 1. CORE FINANCIAL SUMMARY

##### FY 2017 Budget Request

|              | GR             | Federal          | Other | Total            |
|--------------|----------------|------------------|-------|------------------|
| PS           |                |                  |       |                  |
| EE           | 642,673        | 3,969,576        |       | 4,612,249        |
| PSD          |                |                  |       |                  |
| TRF          |                |                  |       |                  |
| <b>Total</b> | <b>642,673</b> | <b>3,969,576</b> |       | <b>4,612,249</b> |

##### FY 2017 Governor's Recommendation

|              | GR | Federal | Other | Total    |
|--------------|----|---------|-------|----------|
| PS           |    |         |       |          |
| EE           |    |         |       |          |
| PSD          |    |         |       |          |
| TRF          |    |         |       |          |
| <b>Total</b> |    |         |       | <b>0</b> |

##### FTE

| <b>Est. Fringe</b>   | 0 | 0 | 0 | 0 |
|--|---|---|---|---|
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> |   |   |   |   |

| <b>Est. Fringe</b>   | 0 | 0 | 0 | 0 |
|--|---|---|---|---|
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> |   |   |   |   |

Other Funds:

#### 2. CORE DESCRIPTION

Provides funding for the systems mechanization to include Title XIX (Medicaid) program control and administrative costs; service to recipients, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control. The web-based enrollment application will allow for changes in the healthcare industry and the State to be in compliance and proactive with guidelines set forth regarding enrollment screening requirements.

The fraud and abuse detection application allows for data mining, identification of claims outliers, and query/reporting capabilities. These applications are used to monitor enrolled providers and Medicaid participants.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Systems Management

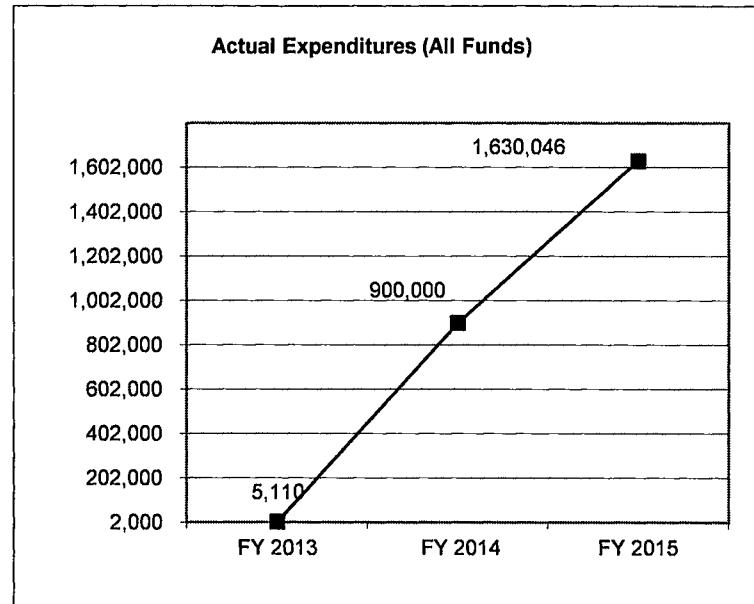
**Department: Social Services**  
**Division: Office of Director**  
**Core: Systems Management**

**Budget Unit:** 90040C

**HB Section:** 11.025

#### **4. FINANCIAL HISTORY**

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 1,805,250         | 1,805,250         | 4,653,271         | 4,612,249              |
| Less Reverted (All Funds)       | (9,488)           | (9,488)           | (20,511)          | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 1,795,762         | 1,037,550         | 4,632,760         | N/A                    |
| Actual Expenditures (All Funds) | 5,110             | 900,000           | 1,630,046         | N/A                    |
| Unexpended (All Funds)          | <u>1,790,652</u>  | <u>137,550</u>    | <u>3,002,714</u>  | <u>N/A</u>             |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 301,352           | 81,762            | 263,742           | N/A                    |
| Federal                         | 1,489,000         | 814,000           | 2,738,972         | N/A                    |
| Other                           | 0                 | 0                 | 0                 | N/A                    |
|                                 | (1)               | (2)               | (3)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### **NOTES:**

(1) Figures represent Case Management prior to core reallocations to Systems Management. Lapse was due to timeliness of Request for Proposal (RFP).

(2) In FY 2015, \$2,200,000 FF placed in agency reserve. Reallocation from Case Management \$1,805,250 (\$316,250 GR and \$1,489,000 FF) and MMAC EE \$1,087,936 (\$305,468 GR and \$782,468 FF).

(3) Core reduction of \$41,022 GR

## CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES  
SYSTEMS MANAGEMENT

### 5. CORE RECONCILIATION DETAIL

|                                    | Budget Class | FTE         | GR             | Federal          | Other    | Total            | Explanation |
|------------------------------------|--------------|-------------|----------------|------------------|----------|------------------|-------------|
| TAPP AFTER VETOES                  | EE           | 0.00        | 642,673        | 3,969,576        | 0        | 4,612,249        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>642,673</b> | <b>3,969,576</b> | <b>0</b> | <b>4,612,249</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |                |                  |          |                  |             |
|                                    | EE           | 0.00        | 642,673        | 3,969,576        | 0        | 4,612,249        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>642,673</b> | <b>3,969,576</b> | <b>0</b> | <b>4,612,249</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |                |                  |          |                  |             |
|                                    | EE           | 0.00        | 642,673        | 3,969,576        | 0        | 4,612,249        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>642,673</b> | <b>3,969,576</b> | <b>0</b> | <b>4,612,249</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit               | FY 2015            | FY 2015     | FY 2016            | FY 2016     | FY 2017            | FY 2017     | *****      | *****       |
|---------------------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|------------|-------------|
| Decision Item             | ACTUAL             | ACTUAL      | BUDGET             | BUDGET      | DEPT REQ           | DEPT REQ    | SECURED    | SECURED     |
| Budget Object Class       | DOLLAR             | FTE         | DOLLAR             | FTE         | DOLLAR             | FTE         | COLUMN     | COLUMN      |
| <b>SYSTEMS MANAGEMENT</b> |                    |             |                    |             |                    |             |            |             |
| <b>CORE</b>               |                    |             |                    |             |                    |             |            |             |
| PROFESSIONAL SERVICES     | 163,203            | 0.00        | 4,592,249          | 0.00        | 3,586,749          | 0.00        | 0          | 0.00        |
| M&R SERVICES              | 1,458,751          | 0.00        | 0                  | 0.00        | 1,000,000          | 0.00        | 0          | 0.00        |
| COMPUTER EQUIPMENT        | 0                  | 0.00        | 20,000             | 0.00        | 20,000             | 0.00        | 0          | 0.00        |
| OTHER EQUIPMENT           | 8,092              | 0.00        | 0                  | 0.00        | 5,500              | 0.00        | 0          | 0.00        |
| <b>TOTAL - EE</b>         | <b>1,630,046</b>   | <b>0.00</b> | <b>4,612,249</b>   | <b>0.00</b> | <b>4,612,249</b>   | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>        | <b>\$1,630,046</b> | <b>0.00</b> | <b>\$4,612,249</b> | <b>0.00</b> | <b>\$4,612,249</b> | <b>0.00</b> | <b>\$0</b> | <b>0.00</b> |
| GENERAL REVENUE           | \$399,442          | 0.00        | \$642,673          | 0.00        | \$642,673          | 0.00        |            | 0.00        |
| FEDERAL FUNDS             | \$1,230,604        | 0.00        | \$3,969,576        | 0.00        | \$3,969,576        | 0.00        |            | 0.00        |
| OTHER FUNDS               | \$0                | 0.00        | \$0                | 0.00        | \$0                | 0.00        |            | 0.00        |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:** 11.025

**Program Name: Office of Director**

**Program is found in the following core budget(s): Systems Management**

**1. What does this program do?**

Systems Management is a combination of funding from Case Management specifically established for the Provider Enrollment system and the Missouri Medicaid Audit and Compliance (MMAC) for the purpose of supporting the Fraud, Abuse and Detection system (FADS). MMAC's Medicaid Provider Enrollment is the centralized location for providers to enroll in the Medicaid program providing services to Missouri participants; this system interfaces with the Medicaid Management Information System (MMIS) which is responsible for processing Medicaid claims for enrolled providers. In addition, systems management will be used to fully fund a new fraud detection and investigation program (FADS) with the most up-to-date technologies for purposes of program recipient and provider fraud and abuse detection.

For Title XIX purposes, "systems mechanization" and "mechanized claims processing and information retrieval systems" is identified in section 1903(a)(3) of the Act and defined in regulation at 42 CFR 433.111. The objectives of MMAC systems and enhancements include the Title XIX program control and administrative costs; service to participants, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

The web-based provider enrollment application will allow for changes in the Health Care industry and allow the State to be in compliance and proactive with forth coming requirements of electronic health records, mandatory exclusions database, and ownership and disclosure information of Medicaid providers.

The fraud and abuse detection application allows for data mining, claims outliers and query/reporting capabilities. MMAC utilizes these applications to monitor enrolled providers and Medicaid participants. The fraud and abuse application must be able to record time spent and costs associated with investigations, audits, and recoveries. In addition, the application must allow for real-time claims analysis to recognize improper payments, fraudulent practices or abusive billing practices.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Social Security Act, Section 1903 (a) (3); 42 CFR 43.111.

**3. Are there federal matching requirements? If yes, please explain.**

Public Law 92-603 was enacted in which Section 235 provided for 90-percent Federal financial participation (FFP) for design, development, or installation, and 75-percent FFP for operation of state mechanized claims processing and information retrieval systems approved by the Centers for Medicare and Medicaid Services. Implementing regulation, 45 CFR 250.90 and 42 CFR 433, subpart C.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

## PROGRAM DESCRIPTION

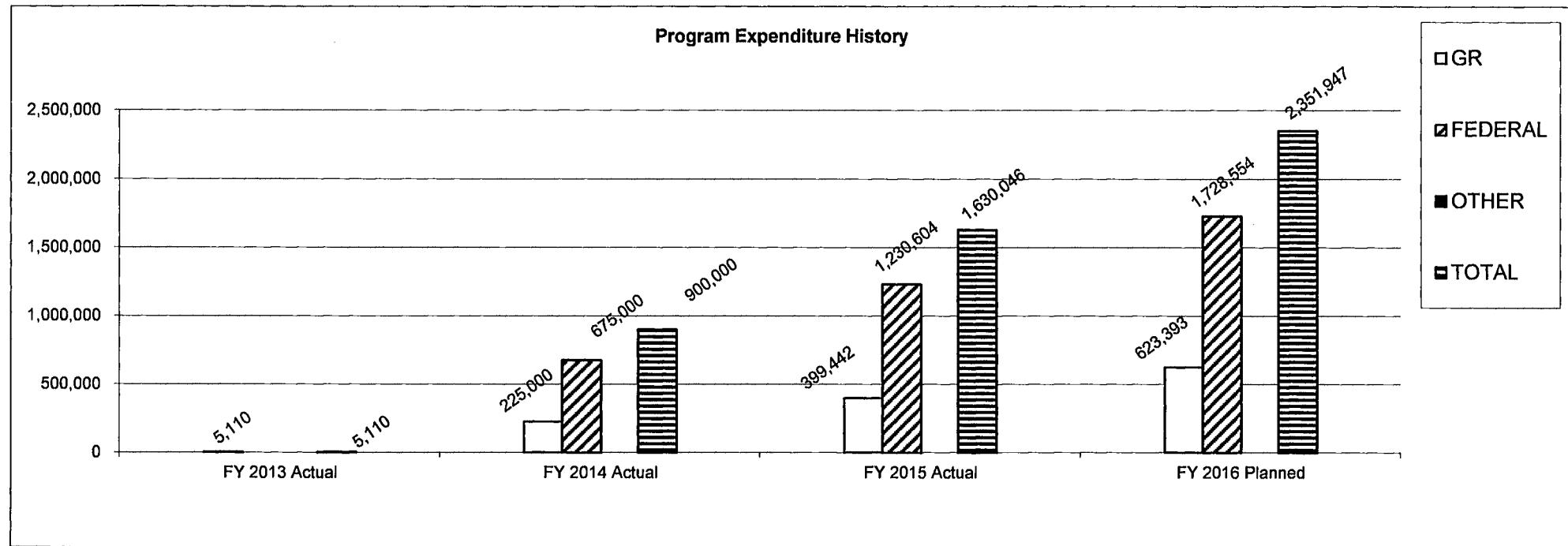
Department: Social Services

HB Section: 11.025

Program Name: Office of Director

Program is found in the following core budget(s): Systems Management

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2016 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other" funds?

N/A

## PROGRAM DESCRIPTION

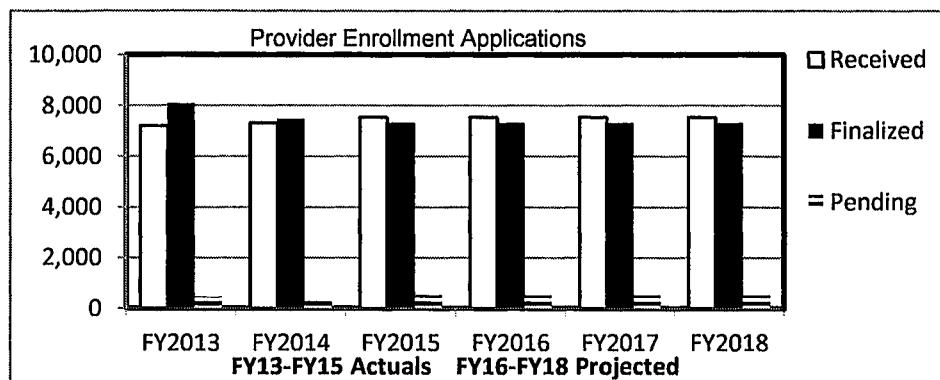
**Department:** Social Services

**HB Section:** 11.025

**Program Name:** Office of Director

**Program is found in the following core budget(s): Systems Management**

### 7a. Provide an effectiveness measure.



| FADS                 |             |                                  |              |
|----------------------|-------------|----------------------------------|--------------|
| Reports & Algorithms |             | Fee For Service Audit Recoveries |              |
| SFY                  | Reports Run | Avg. Number Algorithms per Month | Actual       |
| FY2013               | 4,295       | 7.5                              | \$32,767,892 |
| FY2014               | 3,662       | 5.7                              | \$24,090,054 |
| FY2015               | 4,206       | 6.3                              | \$16,015,303 |
| FY2016               |             |                                  |              |
| FY2017               |             |                                  |              |
| FY2018               |             |                                  |              |

Provider enrollment and case management system measures will begin immediately upon implementation.

The fraud and abuse system effectively creates and updates new algorithms and adhoc reports to identify trends, patterns and outliers of suspicious billing.

### 7b. Provide an efficiency measure.

| Provider Enrollment |                           |                      |                               |                                   |
|---------------------|---------------------------|----------------------|-------------------------------|-----------------------------------|
| SFY                 | Number of New Enrollments | Avg. Time in Process | Number of Applications Denied | Number of Revalidations Processed |
| FY2013              |                           |                      |                               |                                   |
| FY2014              |                           |                      |                               |                                   |
| FY2015              |                           |                      |                               |                                   |
| FY2016              |                           |                      |                               |                                   |
| FY2017              |                           |                      |                               |                                   |
| FY2018              |                           |                      |                               |                                   |

Measures to be reported going forward. Full implementation of the new system to be completed SFY16

Provider enrollment and case management system measures will begin immediately upon implementation.

| FADS   |                |                                 |                           |
|--------|----------------|---------------------------------|---------------------------|
| SFY    | MFCU Referrals | Number of Provider Terminations | Number of Claims Reviewed |
| FY2013 | 112            | 889                             | 177,920                   |
| FY2014 | 107            | 840                             | 270,462                   |
| FY2015 | 70             | 850                             | 161,308                   |
| FY2016 |                |                                 |                           |
| FY2017 |                |                                 |                           |
| FY2018 |                |                                 |                           |

**PROGRAM DESCRIPTION**

**Department:** Social Services

**HB Section:** 11.025

**Program Name:** Office of Director

**Program is found in the following core budget(s):** Systems Management

**7c. Provide the number of clients/individuals served, if applicable.**

There are 49,000 enrolled fee for service providers who will utilize the new system.

**7d. Provide a customer satisfaction measure, if available.**

Enrollment process times will decrease, and a web-based provider portal will provide for two-way communication, increasing the level of customer service.

# **Recovery Audit & Compliance Contract**

## DECISION ITEM SUMMARY

| Budget Unit<br>Decision Item<br>Budget Object Summary<br>Fund | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>RECOVERY AUDIT &amp; COMPL CONTRT</b>                      |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>   |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>EXPENSE &amp; EQUIPMENT</b>                                |                             |                          |                             |                          |                               |                            |                            |                            |
| RECOVERY AUDIT AND COMPLIANCE                                 | 177,131                     | 0.00                     | 1,200,000                   | 0.00                     | 1,200,000                     | 0.00                       | 0                          | 0.00                       |
| TOTAL - EE  | 177,131                     | 0.00                     | 1,200,000                   | 0.00                     | 1,200,000                     | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL</b>  | <b>177,131</b>              | <b>0.00</b>              | <b>1,200,000</b>            | <b>0.00</b>              | <b>1,200,000</b>              | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>  | <b>\$177,131</b>            | <b>0.00</b>              | <b>\$1,200,000</b>          | <b>0.00</b>              | <b>\$1,200,000</b>            | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |

9/25/15 15:59  
ln\_disummary

## CORE DECISION ITEM

**Department:** Social Services

**Division:** Office of Director

**Core:** Recovery Audit & Compliance Contract

**Budget Unit:** 90045C

**HB Section:** 11.030

### 1. CORE FINANCIAL SUMMARY

#### FY 2017 Budget Request

|              | GR | Federal          | Other            | Total     |
|--------------|----|------------------|------------------|-----------|
| PS           |    |                  |                  |           |
| EE           |    |                  |                  | 1,200,000 |
| PSD          |    |                  |                  | 1,200,000 |
| TRF          |    |                  |                  |           |
| <b>Total</b> |    | <b>1,200,000</b> | <b>1,200,000</b> |           |

#### FY 2017 Governor's Recommendation

|              | GR | Federal | Other | Total    |
|--------------|----|---------|-------|----------|
| PS           |    |         |       |          |
| EE           |    |         |       |          |
| PSD          |    |         |       |          |
| TRF          |    |         |       |          |
| <b>Total</b> |    |         |       | <b>0</b> |

FTE

0.00

| Est. Fringe  | 0 | 0 | 0 | 0 |
|--|---|---|---|---|
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> |   |   |   |   |

| Est. Fringe  | 0 | 0 | 0 | 0 |
|--|---|---|---|---|
| <i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i> |   |   |   |   |

Other Funds: Recovery Audit and Compliance Fund (0974)

### 2. CORE DESCRIPTION

Federal law requires states to contract with a Recovery Audit Contractor to identify and recoup Medicaid provider overpayments. This appropriation funds contractor contingency payments for overpayment recoveries.

### 3. PROGRAM LISTING (list programs included in this core funding)

Recovery Audit & Compliance Contract

## CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 90045C

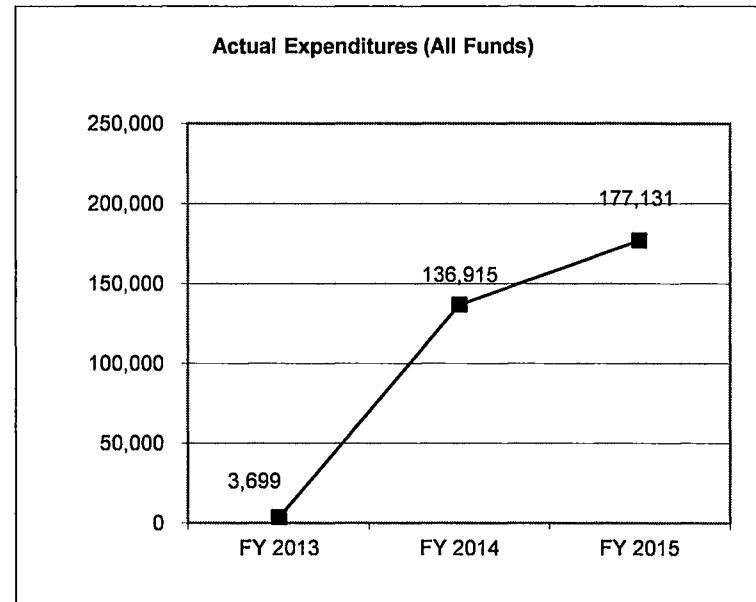
**Division: Office of Director**

**HB Section:** 11.030

**Core: Recovery Audit & Compliance Contract**

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 500,000           | 1,200,000         | 1,200,000         | 1,200,000              |
| Less Reverted (All Funds)       | 0                 | 0                 | 0                 | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 500,000           | 1,200,000         | 1,200,000         | N/A                    |
| Actual Expenditures (All Funds) | 3,699             | 136,915           | 177,131           | N/A                    |
| Unexpended (All Funds)          | 496,301           | 1,063,085         | 1,022,869         | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 0                 | 0                 | 0                 | N/A                    |
| Federal                         | 0                 | 0                 | 0                 | N/A                    |
| Other                           | 496,301           | 1,063,085         | 1,022,869         | N/A                    |
|                                 | (1)               | (2)               | (3)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY13 Budget authority based on recoveries received into the Recovery Audit & Compliance Fund.

(2) FY14 Budget authority based on recoveries received into the Recovery Audit & Compliance Fund.

(3) FY15 Budget authority based on recover received into the fund.

## CORE RECONCILIATION DETAIL

DEPARTMENT OF SOCIAL SERVICES  
RECOVERY AUDIT & COMPL CONTRT

### 5. CORE RECONCILIATION DETAIL

| Budget Class                       | FTE         | GR       | Federal  | Other            | Total            | Explanation |
|------------------------------------|-------------|----------|----------|------------------|------------------|-------------|
| <b>TAFF AFTER VETOES</b>           |             |          |          |                  |                  |             |
| EE                                 | 0.00        | 0        | 0        | 1,200,000        | 1,200,000        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>0</b> | <b>1,200,000</b> | <b>1,200,000</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |             |          |          |                  |                  |             |
| EE                                 | 0.00        | 0        | 0        | 1,200,000        | 1,200,000        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>0</b> | <b>1,200,000</b> | <b>1,200,000</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |             |          |          |                  |                  |             |
| EE                                 | 0.00        | 0        | 0        | 1,200,000        | 1,200,000        |             |
| <b>Total</b>                       | <b>0.00</b> | <b>0</b> | <b>0</b> | <b>1,200,000</b> | <b>1,200,000</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                              | FY 2015          | FY 2015     | FY 2016            | FY 2016     | FY 2017            | FY 2017     | *****      | *****       |
|--|------------------|-------------|--------------------|-------------|--------------------|-------------|------------|-------------|
| Decision Item                            | ACTUAL           | ACTUAL      | BUDGET             | BUDGET      | DEPT REQ           | DEPT REQ    | SECURED    | SECURED     |
| Budget Object Class                      | DOLLAR           | FTE         | DOLLAR             | FTE         | DOLLAR             | FTE         | COLUMN     | COLUMN      |
| <b>RECOVERY AUDIT &amp; COMPL CONTRT</b> |                  |             |                    |             |                    |             |            |             |
| <b>CORE</b>                              |                  |             |                    |             |                    |             |            |             |
| PROFESSIONAL SERVICES                    | 177,131          | 0.00        | 1,200,000          | 0.00        | 1,200,000          | 0.00        | 0          | 0.00        |
| TOTAL - EE                               | 177,131          | 0.00        | 1,200,000          | 0.00        | 1,200,000          | 0.00        | 0          | 0.00        |
| <b>GRAND TOTAL</b>                       | <b>\$177,131</b> | <b>0.00</b> | <b>\$1,200,000</b> | <b>0.00</b> | <b>\$1,200,000</b> | <b>0.00</b> | <b>\$0</b> | <b>0.00</b> |
| GENERAL REVENUE                          | \$0              | 0.00        | \$0                | 0.00        | \$0                | 0.00        |            | 0.00        |
| FEDERAL FUNDS                            | \$0              | 0.00        | \$0                | 0.00        | \$0                | 0.00        |            | 0.00        |
| OTHER FUNDS                              | \$177,131        | 0.00        | \$1,200,000        | 0.00        | \$1,200,000        | 0.00        |            | 0.00        |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.030**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Recovery Audit & Compliance Contract**

**1. What does this program do?**

The federal government requires states to contract with a Recovery Audit Contractor (RAC) to identify and recoup Medicaid provider overpayments. State Medicaid programs may contract with one or more RACs to identify underpayments and overpayments and to recoup overpayments. Payments to Medicaid RACs are contingency-based and linked to overpayments the contractors identify. Missouri has contracted with Cognosante as the Medicaid RAC.

Missouri Medicaid Audit and Compliance (MMAC) works with Cognosante to verify recoupment and/or payments. Once 100% of the payment has been received for the audits conducted, an invoice is submitted by Cognosante for the contingency fee percentage related to the amount of recoveries.

**Contingency Fee Percentages**

| Total Amount of Overpayment Recoveries | Contingency Percentage of Total Overpayments Recovered |
|--|--|
| \$0 to \$10,000,000                    | 12.0%  |
| \$10,000,000.01 to \$20,000,000        | 9.5%   |
| \$20,000,000.01 to \$50,000,000        | 8.0%   |
| \$50,000,000.01 to \$60,000,000        | 9.0%   |
| > \$60,000,000.01                      | 12.0%  |

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Section 6411 of the Patient Protection and Affordable Care Act (PPACA; Public Law 111-148) and the Health Care and Education Reconciliation Act (HCERA; Public

**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

Yes.

## PROGRAM DESCRIPTION

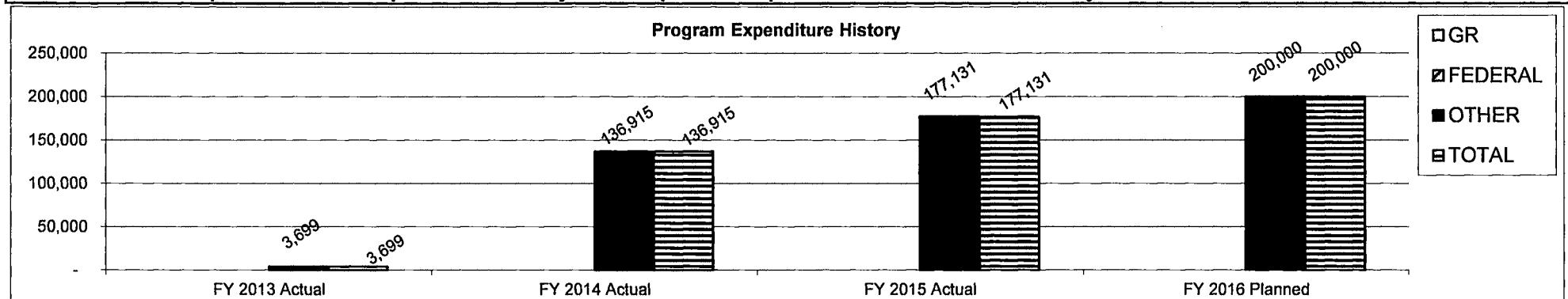
Department: Social Services

HB Section: 11.030

Program Name: Office of Director

Program is found in the following core budget(s): Recovery Audit & Compliance Contract

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

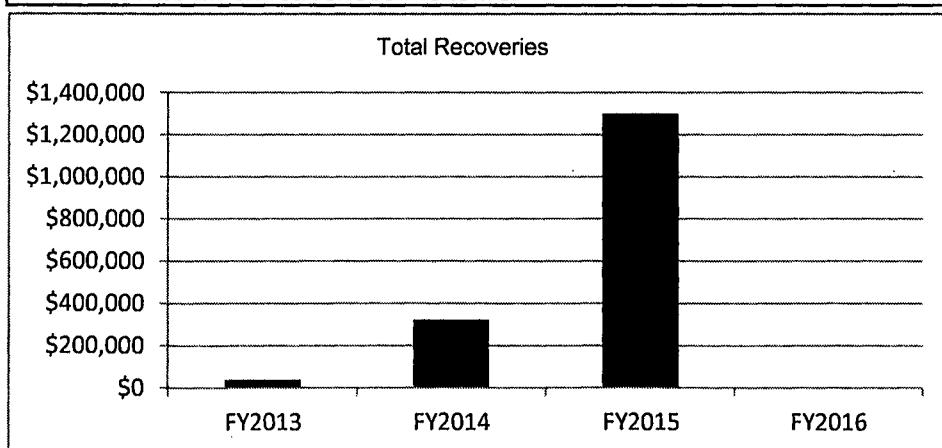


Planned FY 2016 expenditures are net of reserve.

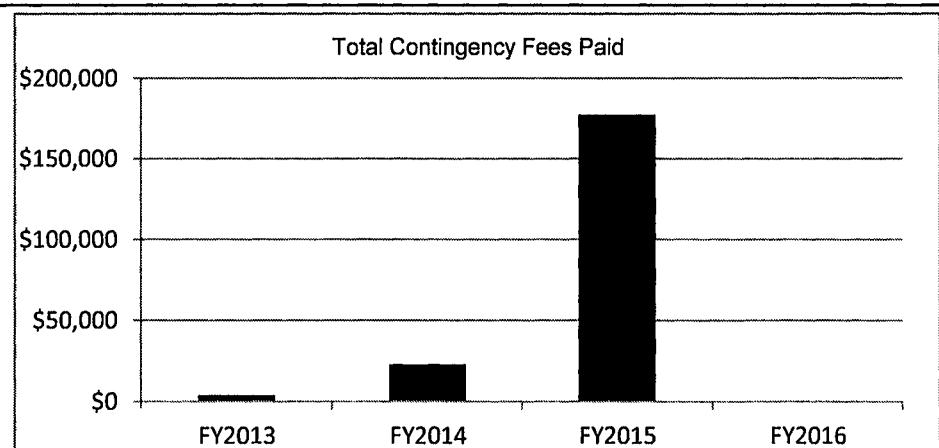
### 6. What are the sources of the "Other" funds?

Recovery Audit and Compliance Fund (0974).

#### 7a. Provide an effectiveness measure.



Measures include the total Credit Balance recoveries and Provider Audit recoveries.



Contingency Fees Paid in FY2015 reflect invoices received July 2014 Through April 2015. May 2015 and June 2015 invoices will be paid in FY2016.

## PROGRAM DESCRIPTION

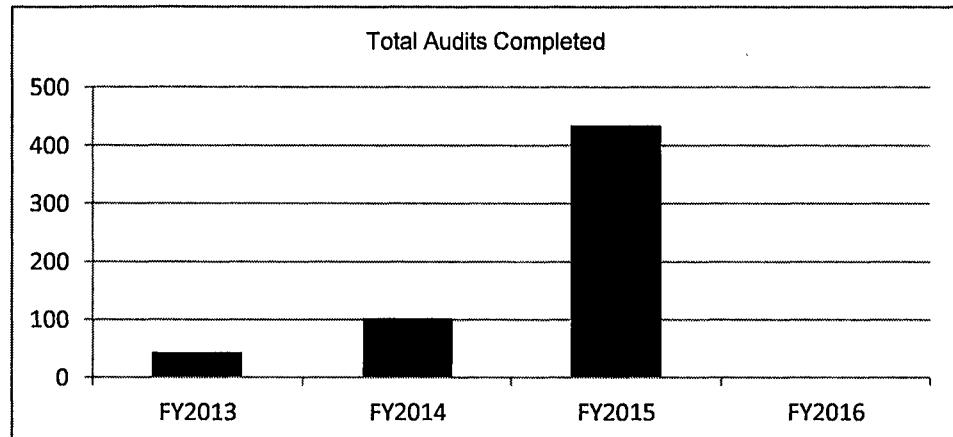
Department: Social Services

HB Section: 11.030

Program Name: Office of Director

Program is found in the following core budget(s): Recovery Audit & Compliance Contract

### 7b. Provide an efficiency measure.



Measure is the total number of Credit Balance audits and Provider audits completed.

### 7c. Provide the number of clients/individuals served, if applicable.

N/A

### 7d. Provide a customer satisfaction measure, if available.

N/A

# **Division of Finance and Administrative Services**

## DECISION ITEM SUMMARY

| Budget Unit                              | FY 2015            | FY 2015      | FY 2016            | FY 2016      | FY 2017            | FY 2017      | *****      | *****       |
|--|--------------------|--------------|--------------------|--------------|--------------------|--------------|------------|-------------|
| Decision Item                            | ACTUAL             | ACTUAL       | BUDGET             | BUDGET       | DEPT REQ           | DEPT REQ     | SECURED    | SECURED     |
| Budget Object Summary                    | DOLLAR             | FTE          | DOLLAR             | FTE          | DOLLAR             | FTE          | COLUMN     | COLUMN      |
| Fund                                     |                    |              |                    |              |                    |              |            |             |
| <b>FINANCE &amp; ADMINISTRATIVE SRVS</b> |                    |              |                    |              |                    |              |            |             |
| <b>CORE</b>                              |                    |              |                    |              |                    |              |            |             |
| PERSONAL SERVICES                        |                    |              |                    |              |                    |              |            |             |
| GENERAL REVENUE                          | 1,767,669          | 38.37        | 1,722,486          | 46.64        | 1,722,486          | 46.64        | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH           | 1,021,740          | 22.31        | 1,049,305          | 24.14        | 1,049,305          | 23.98        | 0          | 0.00        |
| CHILD SUPPORT ENFORCEMENT FUND           | 47,644             | 1.07         | 48,847             | 1.12         | 48,847             | 1.12         | 0          | 0.00        |
| DOSS ADMINISTRATIVE TRUST                | 0                  | 0.00         | 4,068              | 0.10         | 4,068              | 0.10         | 0          | 0.00        |
| TOTAL - PS                               | 2,837,053          | 61.75        | 2,824,706          | 72.00        | 2,824,706          | 71.84        | 0          | 0.00        |
| EXPENSE & EQUIPMENT                      |                    |              |                    |              |                    |              |            |             |
| GENERAL REVENUE                          | 391,904            | 0.00         | 375,468            | 0.00         | 375,468            | 0.00         | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH           | 149,691            | 0.00         | 170,113            | 0.00         | 170,113            | 0.00         | 0          | 0.00        |
| DOSS ADMINISTRATIVE TRUST                | 999,317            | 0.00         | 1,200,317          | 0.00         | 1,200,317          | 0.00         | 0          | 0.00        |
| TOTAL - EE                               | 1,540,912          | 0.00         | 1,745,898          | 0.00         | 1,745,898          | 0.00         | 0          | 0.00        |
| <b>TOTAL</b>                             | <b>4,377,965</b>   | <b>61.75</b> | <b>4,570,604</b>   | <b>72.00</b> | <b>4,570,604</b>   | <b>71.84</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>                       | <b>\$4,377,965</b> | <b>61.75</b> | <b>\$4,570,604</b> | <b>72.00</b> | <b>\$4,570,604</b> | <b>71.84</b> | <b>\$0</b> | <b>0.00</b> |

9/25/15 15:59  
im\_dsummary

### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Finance and Administrative Services  
**Core:** Division of Finance and Administrative Services

**Budget Unit:** 88815C

**HB Section:** 11.040

#### 1. CORE FINANCIAL SUMMARY

| FY 2017 Budget Request |                  |                  |                  | FY 2017 Governor's Recommendation |                    |         |       |          |
|------------------------|------------------|------------------|------------------|-----------------------------------|--------------------|---------|-------|----------|
|                        | GR               | Federal          | Other            | Total                             | GR                 | Federal | Other | Total    |
| PS                     | 1,722,486        | 1,049,305        | 52,915           | 2,824,706                         | PS                 |         |       |          |
| EE                     | 375,468          | 170,113          | 1,200,317        | 1,745,898                         | EE                 |         |       |          |
| PSD                    |                  |                  |                  |                                   | PSD                |         |       |          |
| TRF                    |                  |                  |                  |                                   | TRF                |         |       |          |
| <b>Total</b>           | <b>2,097,954</b> | <b>1,219,418</b> | <b>1,253,232</b> | <b>4,570,604</b>                  | <b>Total</b>       |         |       | <b>0</b> |
| FTE                    | 46.64            | 24.14            | 1.22             | 72.00                             | FTE                | 0.00    | 0.00  | 0.00     |
| <i>Est. Fringe</i>     | 941,274          | 530,291          | 26,769           | 1,498,334                         | <i>Est. Fringe</i> | 0       | 0     | 0        |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Child Support Enforcement Collections Fund (0169)

DOSS Administrative Trust Fund (0545)

#### 2. CORE DESCRIPTION

The core funding for the Division of Finance and Administrative Services (DFAS) is responsible for providing centralized financial and administrative support to all Department of Social Services divisions. In addition, staff are responsible for the department's research and data management functions which are included in the DFAS core budget.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Division of Finance and Administrative Services

### CORE DECISION ITEM

**Department:** Social Services

**Budget Unit:** 88815C

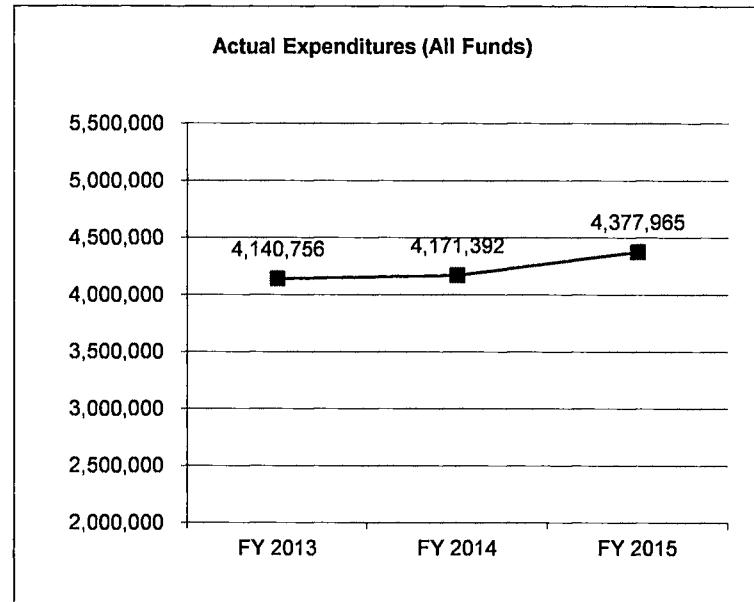
**Division:** Finance and Administrative Services

**HB Section:** 11.040

**Core:** Division of Finance and Administrative Services

#### **4. FINANCIAL HISTORY**

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 5,140,460         | 5,071,009         | 5,085,447         | 4,570,604              |
| Less Reverted (All Funds)       | (68,506)          | (66,317)          | (66,792)          | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 5,071,954         | 5,004,692         | 5,018,655         | N/A                    |
| Actual Expenditures (All Funds) | 4,140,756         | 4,171,392         | 4,377,965         | N/A                    |
| Unexpended (All Funds)          | 931,198           | 833,300           | 640,690           | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 66                | 1                 | (3)               | N/A                    |
| Federal                         | 223,027           | 158,127           | 134,442           | N/A                    |
| Other                           | 708,105           | 675,172           | 506,251           | N/A                    |
|                                 | (1)               | (2)               | (3)               | (4)                    |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### **NOTES:**

(1) FY13 Federal Reserves of \$205,000, Agency Reserve of \$12,830 CSEC.

(2) FY14 Federal Reserves of \$74,075, Agency Reserve of \$12,830 CSEC.

(3) FY15 Federal Reserves of \$98,000, Agency Reserve of \$317 Other. Core reduction \$12,513 of excess authority Child Support Enforcement fund (0169) and core reduction of 2% of Professional Services \$4,165 GR.

(4) FY16 Core reduction \$133,912 GR.

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
FINANCE & ADMINISTRATIVE SRVS**

**5. CORE RECONCILIATION DETAIL**

|                                    | Budget Class                  | FTE           | GR               | Federal          | Other            | Total            | Explanation |
|------------------------------------|-------------------------------|---------------|------------------|------------------|------------------|------------------|-------------|
| <b>TAFF AFTER VETOES</b>           |                               |               |                  |                  |                  |                  |             |
|                                    | PS                            | 72.00         | 1,722,486        | 1,049,305        | 52,915           | 2,824,706        |             |
|                                    | EE                            | 0.00          | 375,468          | 170,113          | 1,200,317        | 1,745,898        |             |
|                                    | <b>Total</b>                  | <b>72.00</b>  | <b>2,097,954</b> | <b>1,219,418</b> | <b>1,253,232</b> | <b>4,570,604</b> |             |
| <b>DEPARTMENT CORE ADJUSTMENTS</b> |                               |               |                  |                  |                  |                  |             |
| Core Reallocation                  | 290 3113                      | PS            | 0.00             | 0                | 0                | 0                | (0)         |
| Core Reallocation                  | 290 3115                      | PS            | 0.00             | 0                | 0                | 0                | (0)         |
| Core Reallocation                  | 290 3117                      | PS            | (0.16)           | 0                | 0                | 0                | (0)         |
| Core Reallocation                  | 290 3050                      | PS            | 0.00             | 0                | 0                | 0                | (0)         |
|                                    | <b>NET DEPARTMENT CHANGES</b> | <b>(0.16)</b> | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>(0)</b>       |             |
| <b>DEPARTMENT CORE REQUEST</b>     |                               |               |                  |                  |                  |                  |             |
|                                    | PS                            | 71.84         | 1,722,486        | 1,049,305        | 52,915           | 2,824,706        |             |
|                                    | EE                            | 0.00          | 375,468          | 170,113          | 1,200,317        | 1,745,898        |             |
|                                    | <b>Total</b>                  | <b>71.84</b>  | <b>2,097,954</b> | <b>1,219,418</b> | <b>1,253,232</b> | <b>4,570,604</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |                               |               |                  |                  |                  |                  |             |
|                                    | PS                            | 71.84         | 1,722,486        | 1,049,305        | 52,915           | 2,824,706        |             |
|                                    | EE                            | 0.00          | 375,468          | 170,113          | 1,200,317        | 1,745,898        |             |
|                                    | <b>Total</b>                  | <b>71.84</b>  | <b>2,097,954</b> | <b>1,219,418</b> | <b>1,253,232</b> | <b>4,570,604</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                              | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|--|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>FINANCE &amp; ADMINISTRATIVE SRVS</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                              |                             |                          |                             |                          |                               |                            |                            |                            |
| ADMIN OFFICE SUPPORT ASSISTANT           | 74,946                      | 2.70                     | 81,502                      | 3.93                     | 77,560                        | 4.25                       | 0                          | 0.00                       |
| OFFICE SUPPORT ASST (KEYBRD)             | 1,082                       | 0.04                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| SR OFC SUPPORT ASST (KEYBRD)             | 69,426                      | 2.48                     | 57,895                      | 2.57                     | 71,328                        | 4.00                       | 0                          | 0.00                       |
| PRINTING/MAIL TECHNICIAN IV              | 30,815                      | 1.00                     | 30,822                      | 1.00                     | 30,984                        | 1.00                       | 0                          | 0.00                       |
| STOREKEEPER I                            | 73,409                      | 2.91                     | 76,072                      | 3.25                     | 75,132                        | 3.25                       | 0                          | 0.00                       |
| PROCUREMENT OFCR I                       | 39,045                      | 1.05                     | 37,359                      | 1.00                     | 37,359                        | 1.00                       | 0                          | 0.00                       |
| PROCUREMENT OFCR II                      | 106,674                     | 2.35                     | 90,778                      | 2.00                     | 125,880                       | 3.00                       | 0                          | 0.00                       |
| OFFICE SERVICES COOR                     | 0                           | 0.00                     | 33,479                      | 1.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| ACCOUNT CLERK II                         | 103,610                     | 3.80                     | 161,829                     | 8.34                     | 125,227                       | 5.84                       | 0                          | 0.00                       |
| ACCOUNTANT I                             | 66,327                      | 2.10                     | 104,511                     | 4.00                     | 83,648                        | 4.00                       | 0                          | 0.00                       |
| ACCOUNTANT II                            | 162,688                     | 4.00                     | 161,508                     | 4.00                     | 161,508                       | 4.00                       | 0                          | 0.00                       |
| ACCOUNTING SPECIALIST I                  | 36,009                      | 1.00                     | 36,184                      | 1.00                     | 36,204                        | 1.00                       | 0                          | 0.00                       |
| ACCOUNTING SPECIALIST II                 | 0                           | 0.00                     | 1                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| ACCOUNTING SPECIALIST III                | 0                           | 0.00                     | 256                         | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| BUDGET ANAL II                           | 2,275                       | 0.06                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| BUDGET ANAL III                          | 49,563                      | 1.11                     | 45,151                      | 1.00                     | 45,151                        | 1.00                       | 0                          | 0.00                       |
| BUDGET & PLNG SR ANAL                    | 1,031                       | 0.02                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| RESEARCH ANAL I                          | 0                           | 0.00                     | 171                         | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| RESEARCH ANAL II                         | 6,425                       | 0.17                     | 36,828                      | 1.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| RESEARCH ANAL III                        | 206,691                     | 4.43                     | 183,537                     | 4.00                     | 187,548                       | 5.00                       | 0                          | 0.00                       |
| RESEARCH ANAL IV                         | 110,155                     | 2.01                     | 109,207                     | 2.08                     | 109,207                       | 2.08                       | 0                          | 0.00                       |
| EXECUTIVE I                              | 75,761                      | 2.40                     | 62,702                      | 2.00                     | 62,702                        | 2.50                       | 0                          | 0.00                       |
| EXECUTIVE II                             | 1,577                       | 0.04                     | 510                         | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| MANAGEMENT ANALYSIS SPEC I               | 4,078                       | 0.11                     | 83                          | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| MANAGEMENT ANALYSIS SPEC II              | 74,201                      | 1.75                     | 121,131                     | 3.00                     | 80,989                        | 2.00                       | 0                          | 0.00                       |
| TELECOMMUN ANAL IV                       | 53,996                      | 1.00                     | 54,262                      | 1.00                     | 54,262                        | 1.00                       | 0                          | 0.00                       |
| MOTOR VEHICLE DRIVER                     | 26,731                      | 1.05                     | 26,858                      | 1.00                     | 26,858                        | 1.00                       | 0                          | 0.00                       |
| FACILITIES OPERATIONS MGR B1             | 43,690                      | 1.00                     | 43,055                      | 1.00                     | 43,055                        | 1.00                       | 0                          | 0.00                       |
| FISCAL & ADMINISTRATIVE MGR B1           | 170,272                     | 3.46                     | 150,200                     | 3.00                     | 154,204                       | 3.50                       | 0                          | 0.00                       |
| FISCAL & ADMINISTRATIVE MGR B2           | 480,150                     | 7.47                     | 509,955                     | 8.00                     | 482,904                       | 8.00                       | 0                          | 0.00                       |
| RESEARCH MANAGER B2                      | 73,395                      | 1.18                     | 61,354                      | 1.00                     | 61,354                        | 1.00                       | 0                          | 0.00                       |
| DIVISION DIRECTOR                        | 92,727                      | 1.00                     | 93,220                      | 1.00                     | 93,220                        | 1.00                       | 0                          | 0.00                       |

**DECISION ITEM DETAIL**

| Budget Unit                              | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|--|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>FINANCE &amp; ADMINISTRATIVE SRVS</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                              |                             |                          |                             |                          |                               |                            |                            |                            |
| DESIGNATED PRINCIPAL ASST DIV            | 82,976                      | 1.00                     | 83,415                      | 1.00                     | 83,415                        | 1.00                       | 0                          | 0.00                       |
| LEGAL COUNSEL                            | 3,609                       | 0.03                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| CLERK                                    | 4,658                       | 0.18                     | 3,775                       | 0.50                     | 0                             | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS TECHNICAL                  | 369                         | 0.01                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS PROFESSIONAL               | 994                         | 0.01                     | 6                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| SPECIAL ASST OFFICIAL & ADMSTR           | 58,573                      | 0.70                     | 83,414                      | 1.00                     | 83,414                        | 1.00                       | 0                          | 0.00                       |
| SPECIAL ASST PROFESSIONAL                | 322,585                     | 5.04                     | 159,159                     | 4.50                     | 322,772                       | 5.00                       | 0                          | 0.00                       |
| SPECIAL ASST TECHNICIAN                  | 16,901                      | 0.43                     | 17,129                      | 0.50                     | 28,882                        | 0.84                       | 0                          | 0.00                       |
| SPECIAL ASST OFFICE & CLERICAL           | 109,639                     | 2.66                     | 107,388                     | 3.33                     | 79,939                        | 3.58                       | 0                          | 0.00                       |
| <b>TOTAL - PS</b>                        | <b>2,837,053</b>            | <b>61.75</b>             | <b>2,824,706</b>            | <b>72.00</b>             | <b>2,824,706</b>              | <b>71.84</b>               | <b>0</b>                   | <b>0.00</b>                |
| TRAVEL, IN-STATE                         | 28,291                      | 0.00                     | 3,875                       | 0.00                     | 8,291                         | 0.00                       | 0                          | 0.00                       |
| TRAVEL, OUT-OF-STATE                     | 113                         | 0.00                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| SUPPLIES                                 | 457,469                     | 0.00                     | 349,723                     | 0.00                     | 459,964                       | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL DEVELOPMENT                 | 9,525                       | 0.00                     | 15,454                      | 0.00                     | 9,525                         | 0.00                       | 0                          | 0.00                       |
| COMMUNICATION SERV & SUPP                | 24,461                      | 0.00                     | 30,321                      | 0.00                     | 24,669                        | 0.00                       | 0                          | 0.00                       |
| PROFESSIONAL SERVICES                    | 11,453                      | 0.00                     | 116,333                     | 0.00                     | 31,562                        | 0.00                       | 0                          | 0.00                       |
| HOUSEKEEPING & JANITORIAL SERV           | 2,704                       | 0.00                     | 1,705                       | 0.00                     | 2,704                         | 0.00                       | 0                          | 0.00                       |
| M&R SERVICES                             | 5,005                       | 0.00                     | 15,500                      | 0.00                     | 5,005                         | 0.00                       | 0                          | 0.00                       |
| MOTORIZED EQUIPMENT                      | 74,180                      | 0.00                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| OFFICE EQUIPMENT                         | 961                         | 0.00                     | 3,658                       | 0.00                     | 961                           | 0.00                       | 0                          | 0.00                       |
| OTHER EQUIPMENT                          | 6,464                       | 0.00                     | 523                         | 0.00                     | 1,000                         | 0.00                       | 0                          | 0.00                       |
| PROPERTY & IMPROVEMENTS                  | 0                           | 0.00                     | 604                         | 0.00                     | 604                           | 0.00                       | 0                          | 0.00                       |
| BUILDING LEASE PAYMENTS                  | 0                           | 0.00                     | 5,324                       | 0.00                     | 600                           | 0.00                       | 0                          | 0.00                       |
| EQUIPMENT RENTALS & LEASES               | 0                           | 0.00                     | 2,360                       | 0.00                     | 400                           | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS EXPENSES                   | 613                         | 0.00                     | 518                         | 0.00                     | 613                           | 0.00                       | 0                          | 0.00                       |
| REBILLABLE EXPENSES                      | 919,673                     | 0.00                     | 1,200,000                   | 0.00                     | 1,200,000                     | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL - EE</b>                        | <b>1,540,912</b>            | <b>0.00</b>              | <b>1,745,898</b>            | <b>0.00</b>              | <b>1,745,898</b>              | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                       | <b>\$4,377,965</b>          | <b>61.75</b>             | <b>\$4,570,604</b>          | <b>72.00</b>             | <b>\$4,570,604</b>            | <b>71.84</b>               | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                          | \$2,159,573                 | 38.37                    | \$2,097,954                 | 46.64                    | \$2,097,954                   | 46.64                      |                            | 0.00                       |
| FEDERAL FUNDS                            | \$1,171,431                 | 22.31                    | \$1,219,418                 | 24.14                    | \$1,219,418                   | 23.98                      |                            | 0.00                       |
| OTHER FUNDS                              | \$1,046,961                 | 1.07                     | \$1,253,232                 | 1.22                     | \$1,253,232                   | 1.22                       |                            | 0.00                       |

9/25/15 15:59

Im\_didetail

Page 11 of 198

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### **1. What does this program do?**

The Division of Finance and Administrative Services provides centralized financial and administrative support to all Department of Social Services (DSS) divisions.

In addition, staff responsible for the department's research and data management functions are included in the DFAS.

Following is a description of core DFAS functions.

#### **Budget:**

DFAS directs and prepares the department budget, compiling and evaluating budget proposals from DSS divisions. In addition, DFAS serves as the department's budget liaison with Office of Administration, House, and Senate budget staff. The Division also supports divisions during budget hearings. The budget section is responsible for department expenditure control, assuring there is sufficient cash to support available authority, monitoring spending rates and determining that department expenditures are within the scope of house bill intent. DFAS also coordinates all fiscal note preparation for the Department and provides a central contact point for the legislature and Governor's Office for all fiscal note inquiries and questions.

#### **Child Welfare Eligibility Unit:**

DFAS is responsible for managing IV-E eligibility and IV-E redeterminations for all youth in state custody. DSS provides technical expertise and training to Children's Division staff to ensure compliance with all IV-E regulation and rule. The IV-E Eligibility staff work directly with the Juvenile court system and the Children's Division to obtain the necessary documentation to determine IV-E eligibility status. The Child Welfare Eligibility Unit also works directly with the Social Security Administration and Children's Division to determine eligibility for SSI to ensure all eligible youth receive financial support while in state custody. This unit monitors program participation to identify any opportunities to improve operational efficiencies and increase program participation.

#### **Compliance and Quality Control:**

DFAS monitors DSS sub-recipients through onsite visits and desk reviews to ensure both State contract and federal grant requirements are being met. Additionally, staff perform contract compliance reviews to determine if program-specific contract deliverables and financial requirements are met. DFAS also performs internal reviews of department financial systems, payment processes and procedures. In this effort, audit staff are charged with identifying weaknesses in department financial controls and opportunities to improve operational efficiencies. DFAS serves as the point of contact with the outside audit such as the State Auditor's office and the Office of Inspector General.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### Contract Management and Procurement:

DFAS is responsible for managing DSS contracts for a wide array of products and services for children and families. DFAS provides assistance and oversight in the development, planning, execution and coordination of RFPs and contracts for services and supplies. DFAS also manages a variety of Memorandums of Understanding (MOU) with various governmental and community agencies. DFAS provides technical expertise and training for DSS staff concerning procurement statutes, regulations and rules, contracting procedures and protocols and ensures that the DSS contracting operations are in compliance with state and federal regulations. DFAS procurement officers serve as liaisons with the state Office of Administration, Division of Purchasing and Materials Management (DPMM). DFAS is responsible for the implementation of practices and initiatives to increase participation of Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) vendors in department contracts. DFAS currently manages over 35,000 contracts and agreements and processes over 30,000 procurement documents annually.

In late state fiscal year 2016, DFAS will begin implementation of a document management system to eliminate paper contract files. This process will improve workflow efficiencies, generate cost savings (no paper) and create more efficient utilization of state office space by eliminating file cabinets. Documents will be easily accessible to all DSS staff and improve response time for needed contract information.

### Grants and Cash Management:

DFAS manages approximately 53 grants with a value of over \$6.6 billion in federal funds. The agency serves as the single state contact for federal grants that include Temporary Aid to Needy Families (TANF), Social Services Block Grant (SSBG), Medicaid Title XIX and Title XXI (CHIP), Title IV-D (child support) and Title IV-E (child welfare). The Division is responsible for the processes that provide for daily cash draws and deposits to federal funds to support DSS and certain other departments' programs. As the single state contact, DFAS compiles required monthly, quarterly and annual reports associated with each grant and submits these to the federal government on behalf of DSS or another department.

### Payables/Receivables/Payroll:

DFAS maintains final approval of payments and is charged with overall compliance with state and federal laws or regulations and adherence to sound and accepted accounting principles. Maintenance of employee time, leave and management of all issues related to salary payments fall under the division's responsibilities.

### Office Services/Warehouse/Emergency Management:

Administrative responsibilities include acquisition, storage and distribution of bulk supplies and forms/envelopes; management and tracking of non-expendable property/fixed assets inventory; surplus property retrieval and disposition; technical support in the design, acquisition and installation of telecommunication services and equipment for DSS offices; and delivery of supplies to JC offices and shipping via UPS and freight companies. DFAS also provides mail courier services for offices located in St. Louis and St. Louis County and acts as a liaison on building matters between the program divisions (Jefferson City and field offices) and the Office of Administration, Division of Facilities Management/Design and Construction. Coordinates all requirements and maintains vehicle records for 580 vehicles in the DSS fleet and serves as a liaison to OA Fleet Management. In addition, DFAS leads DSS initiatives to provide statewide mass care (shelter, food and water) coordination during emergencies through the assistance of partner agencies (Red Cross, Salvation Army and other volunteer agencies active in disasters).

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### Research and Data Analysis (RDA):

RDA provides data to the Department of Social Services. RDA produces a wide range of reports, both regular and ad hoc, for the Department's programs, many of which are available to the public on the Department's website. These statistical reports, coupled with data analysis, are used to inform planning, policy formation and guide decision-making. In addition, RDA assist in supplying information about the Department's programs to constituents, the General Assembly, the Executive Branch, Federal government agencies and the media.

#### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: 660.010, RSMo.

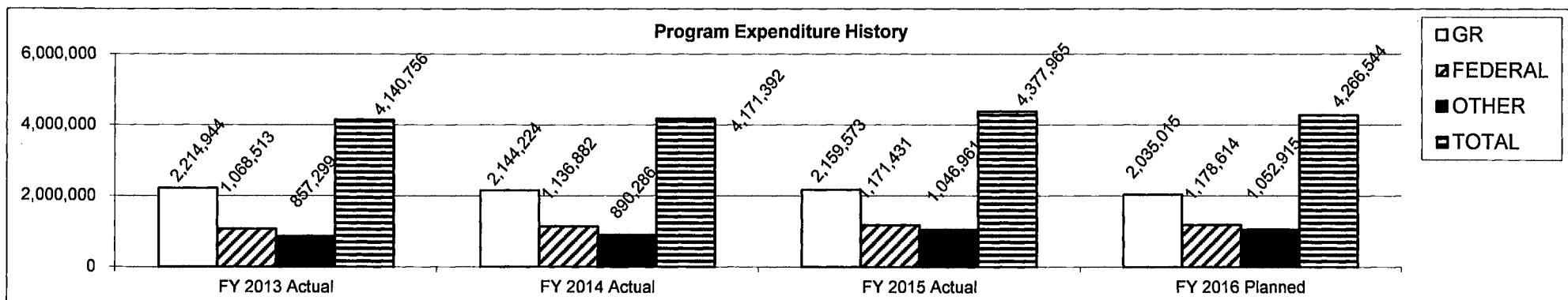
#### **3. Are there federal matching requirements? If yes, please explain.**

This program does not have a federal matching requirement; however expenditures are pooled with other departmental administrative expenditures to earn a federal indirect rate.

#### **4. Is this a federally mandated program? If yes, please explain.**

No.

#### **5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2016 expenditures are net of reserves and reverted.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### **6. What are the sources of the "Other" funds?**

Child Support Enforcement Fund (0169) and DOSS Administrative Trust (0545).

### **7a. Provide an effectiveness measure.**

| SFY  | Average Time Between Invoice and Vendor Payment (Days) |        |
|------|--|--------|
|      | Projected  | Actual |
| 2013 | 20   | 26     |
| 2014 | 20   | 28     |
| 2015 | 20   | 23     |
| 2016 | 20   |        |
| 2017 | 20   |        |

The Division of Finance and Administrative Services provides support functions for all DSS divisions and programs. Other effectiveness measures can be found in divisional sections.

### **7b. Provide an efficiency measure.**

| SFY  | Number of Payment Documents Processed |         |
|------|---------------------------------------|---------|
|      | Projected                             | Actual  |
| 2013 | 153,000                               | 137,244 |
| 2014 | 138,000                               | 114,056 |
| 2015 | 114,000                               | 113,481 |
| 2016 | 114,000                               |         |
| 2017 | 114,000                               |         |

During FY13 DSS began reorganizing fiscal processes and functions statewide. Included in the plan is to centralize payment processing. Staff based in DFAS Accounts Payable, Jefferson City, are assuming the responsibility of functions previously performed by many staff located in DSS program offices across the state. Functions that are being centralized include data entry, coding, document numbering, establishing vendors in the State's accounting system (SAMII), responding to vendor inquiries, and requesting encumbrances. Reorganization efforts were completed late FY14. DFAS anticipates efficiencies to include increase payment timeliness and decreased error rates.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

| <b>Department of Social Services</b> | SFY12<br>Actual | SFY13<br>Actual | SFY14<br>Actual | SFY15<br>Actual | SFY16<br>Projected |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|
| Federal Expenditures                 | 4,208,426,469   | 4,042,333,926   | 4,155,581,826   | 4,299,871,326   | 4,773,649,304      |
| Total Expenditures                   | 9,724,732,352   | 9,584,074,388   | 9,863,834,857   | 10,208,726,108  | 10,868,127,030     |
| % of Federal Expenditures            | 43%             | 42%             | 42%             | 42%             | 44%                |

**7c.** Provide the number of clients/individuals served, if applicable.

| SFY  | Travel Expense Reports Processed |        |
|------|----------------------------------|--------|
|      | Projected                        | Actual |
| 2013 | 20,000                           | 19,241 |
| 2014 | 20,000                           | 19,455 |
| 2015 | 20,000                           | 20,218 |
| 2016 | 20,000                           |        |
| 2017 | 20,000                           |        |

**7d.** Provide a customer satisfaction measure, if available.

N/A

# **Revenue Maximization**

## DECISION ITEM SUMMARY

| Budget Unit                    | FY 2015          | FY 2015       | FY 2016            | FY 2016       | FY 2017            | FY 2017         | *****             | *****             |
|--------------------------------|------------------|---------------|--------------------|---------------|--------------------|-----------------|-------------------|-------------------|
| Decision Item                  | ACTUAL<br>DOLLAR | ACTUAL<br>FTE | BUDGET<br>DOLLAR   | BUDGET<br>FTE | DEPT REQ<br>DOLLAR | DEPT REQ<br>FTE | SECURED<br>COLUMN | SECURED<br>COLUMN |
| <b>REVENUE MAXIMIZATION</b>    |                  |               |                    |               |                    |                 |                   |                   |
| <b>CORE</b>                    |                  |               |                    |               |                    |                 |                   |                   |
| <b>EXPENSE &amp; EQUIPMENT</b> |                  |               |                    |               |                    |                 |                   |                   |
| TEMP ASSIST NEEDY FAM FEDERAL  | 17,205           | 0.00          | 0                  | 0.00          | 0                  | 0.00            | 0                 | 0.00              |
| DEPT OF SOC SERV FEDERAL & OTH | 0                | 0.00          | 5,250,000          | 0.00          | 5,250,000          | 0.00            | 0                 | 0.00              |
| <b>TOTAL - EE</b>              | <b>17,205</b>    | <b>0.00</b>   | <b>5,250,000</b>   | <b>0.00</b>   | <b>5,250,000</b>   | <b>0.00</b>     | <b>0</b>          | <b>0.00</b>       |
| <b>TOTAL</b>                   | <b>17,205</b>    | <b>0.00</b>   | <b>5,250,000</b>   | <b>0.00</b>   | <b>5,250,000</b>   | <b>0.00</b>     | <b>0</b>          | <b>0.00</b>       |
| <b>GRAND TOTAL</b>             | <b>\$17,205</b>  | <b>0.00</b>   | <b>\$5,250,000</b> | <b>0.00</b>   | <b>\$5,250,000</b> | <b>0.00</b>     | <b>\$0</b>        | <b>0.00</b>       |

9/25/15 15:59  
im\_disummary

## CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 88817C

**Division: Finance and Administrative Services**

**HB Section:** 11.045

**Core: Revenue Maximization**

### 1. CORE FINANCIAL SUMMARY

#### FY 2017 Budget Request

|              | GR | Federal          | Other | Total            |
|--------------|----|------------------|-------|------------------|
| PS           |    |                  |       |                  |
| EE           |    |                  |       |                  |
| PSD          |    |                  |       |                  |
| TRF          |    |                  |       |                  |
| <b>Total</b> |    | <b>5,250,000</b> |       | <b>5,250,000</b> |

#### FY 2017 Governor's Recommendation

|              | GR | Federal | Other | Total    |
|--------------|----|---------|-------|----------|
| PS           |    |         |       |          |
| EE           |    |         |       |          |
| PSD          |    |         |       |          |
| TRF          |    |         |       |          |
| <b>Total</b> |    |         |       | <b>0</b> |

|            |  |             |
|------------|--|-------------|
| <b>FTE</b> |  | <b>0.00</b> |
|------------|--|-------------|

|            |  |             |
|------------|--|-------------|
| <b>FTE</b> |  | <b>0.00</b> |
|------------|--|-------------|

|                    |   |   |   |   |
|--------------------|---|---|---|---|
| <b>Est. Fringe</b> | 0 | 0 | 0 | 0 |
|--------------------|---|---|---|---|

|                    |   |   |   |   |
|--------------------|---|---|---|---|
| <b>Est. Fringe</b> | 0 | 0 | 0 | 0 |
|--------------------|---|---|---|---|

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

### 2. CORE DESCRIPTION

Core budget to provide the Department of Social Services (DSS) with a mechanism for payment of fees to contractors who engage in revenue maximization projects on behalf of the Department.

### 3. PROGRAM LISTING (list programs included in this core funding)

Long Term Care Modernization

Social Supplemental Income Eligibility Determinations

TANF Revenue Maximization

Access Scholarship Revenue Maximization

Missouri Work Assistance (MWA)/Workforce Innovation and Opportunity Act (WIOA)

## CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 88817C

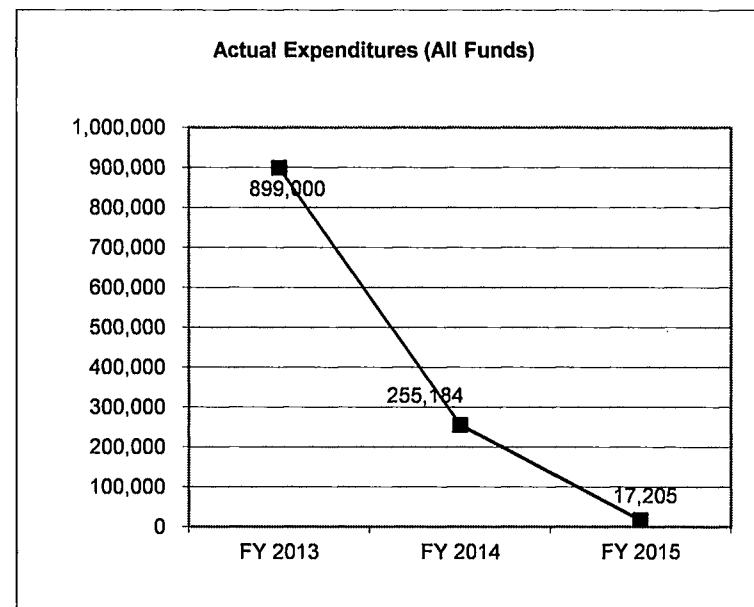
**Division: Finance and Administrative Services**

**HB Section:** 11.045

**Core: Revenue Maximization**

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 5,250,000         | 5,250,000         | 5,250,000         | 5,250,000              |
| Less Reverted (All Funds)       | 0                 | 0                 | 0                 | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 5,250,000         | 5,250,000         | 5,250,000         | N/A                    |
| Actual Expenditures (All Funds) | 899,000           | 255,184           | 17,205            | N/A                    |
| Unexpended (All Funds)          | 4,351,000         | 4,994,816         | 5,232,795         | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 0                 | 0                 | 0                 | N/A                    |
| Federal                         | 4,351,000         | 4,994,816         | 5,232,795         | N/A                    |
| Other                           | 0                 | 0                 | 0                 | N/A                    |
|                                 | (1)               | (2)               | (3)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY 13 "E" eliminated and appropriation increased. Agency Reserve of \$4,295,000.

(2) FY 14 Agency Reserve \$4,985,000

(3) FY 15 Agency Reserve \$5,150,000

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
REVENUE MAXIMATION**

---

**5. CORE RECONCILIATION DETAIL**

---

|                                    | Budget Class | FTE         | GR       | Federal          | Other    | Total            | Explanation |
|------------------------------------|--------------|-------------|----------|------------------|----------|------------------|-------------|
| <b>TAFF AFTER VETOES</b>           |              |             |          |                  |          |                  |             |
|                                    | EE           | 0.00        | 0        | 5,250,000        | 0        | 5,250,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>5,250,000</b> | <b>0</b> | <b>5,250,000</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |          |                  |          |                  |             |
|                                    | EE           | 0.00        | 0        | 5,250,000        | 0        | 5,250,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>5,250,000</b> | <b>0</b> | <b>5,250,000</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |          |                  |          |                  |             |
|                                    | EE           | 0.00        | 0        | 5,250,000        | 0        | 5,250,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>5,250,000</b> | <b>0</b> | <b>5,250,000</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                 | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|-----------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>REVENUE MAXIMIZATION</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                 |                             |                          |                             |                          |                               |                            |                            |                            |
| PROFESSIONAL SERVICES       | 17,205                      | 0.00                     | 5,250,000                   | 0.00                     | 5,250,000                     | 0.00                       | 0                          | 0.00                       |
| TOTAL - EE                  | 17,205                      | 0.00                     | 5,250,000                   | 0.00                     | 5,250,000                     | 0.00                       | 0                          | 0.00                       |
| <b>GRAND TOTAL</b>          | <b>\$17,205</b>             | <b>0.00</b>              | <b>\$5,250,000</b>          | <b>0.00</b>              | <b>\$5,250,000</b>            | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE             | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |
| FEDERAL FUNDS               | \$17,205                    | 0.00                     | \$5,250,000                 | 0.00                     | \$5,250,000                   | 0.00                       |                            | 0.00                       |
| OTHER FUNDS                 | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.045**

**Program Name: Revenue Maximization**

**Program is found in the following core budget(s): Revenue Maximization**

### **1. What does this program do?**

The Department of Social Services works with contracted entities that specialize in maximizing federal program dollars and identifying other non-GR sources. This program also provides a mechanism to make contingency contract payments on outstanding revenue maximization projects.

#### Long-Term Care Modernization

Contractor: Sellers Dorsey

Project Description: The first phase of the project is intended to help establish a nursing facility public-private partnership to free up public funds to help fund the non-federal share of Medicaid supplemental payments. This partnership generates funds for the State to invest in long-term care options and other budget priorities.

Participants in the public-private partnership also benefit financially. The second phase of the project is to assist the State and stakeholders in reviewing long-term care delivery systems and payment methodologies to "right-size" long-term care delivery options (nursing home bed capacity and Home and Community Based Services options). This project is contingent on identifying resources under other projects.

#### Social Supplemental Income Eligibility Determinations

Contractor: Public Consulting Group (PCG)

Project Description: This contract is to assist with Social Supplemental Income (SSI) applications for individuals who are currently receiving Medicaid benefits and are between the ages of 18 to 65 who are eligible to be receiving Social Security Disability benefits. Through a process conducted by the contractor, only individuals who are likely to be eligible to Social Security Disability benefits and are currently receiving Medicaid benefits are identified and contacted to participate in this project.

#### Access Scholarship Program

Contractor: Public Consulting Group (PCG)

Description: This project is the Access Scholarship Program expenditures to use existing TANF MOE claims by developing a compliant claiming methodology for the Access Scholarship program. Through a collaborative effort with Missouri Department of Higher Education through review process of claims is performed and TANF MOE is identified for certain recipients of educational scholarships.

#### Missouri Work Assistance (MWA) / Workforce Innovation and Opportunity Act (WIOA)/Temporary Assistance for Needy Families (TANF) Program Analysis

Contractor: Public Consulting Group (PCG)

The purpose of this is to assist the Missouri DSS in a collaborative effort to review and improve work related activities through the MWA program and WIOA. MWA is contracted with the DSS to provide work-eligible Temporary Assistance individuals employment and training services with the goal of self-sufficiency. WIOA is comprehensive legislation that brings together and enhances several key employment, education, and training programs. PCG will ensure business processes are efficient; programming moves clients into sustainable employment; participants do not languish in non-compliance or activities that are not substantive; the business community is hiring from the TANF and workforce system and clients play the central role and are truly engaged and invested in their own career planning. This will be achieved through site visits, policy review, WIOA program analysis and economic analysis.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.045

Program Name: Revenue Maximization

Program is found in the following core budget(s): Revenue Maximization

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 660.010

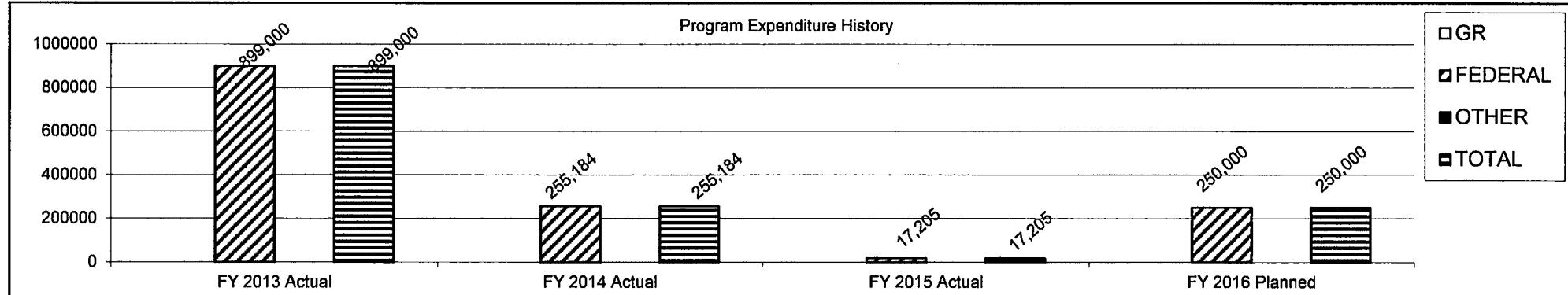
### 3. Are there federal matching requirements? If yes, please explain.

No. Generally, contractors are paid from new federal funds resulting from successful revenue maximization projects. There may be a state match required to receive the additional funds.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2016 expenditures are net of reserves.

### 6. What are the sources of the "Other" funds?

N/A

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.045**

**Program Name: Revenue Maximization**

**Program is found in the following core budget(s): Revenue Maximization**

**7a. Provide an effectiveness measure.**

| FFY  | Medicaid New Revenues |        | TANF Revenues |              | SSDI Revenues |        |
|------|-----------------------|--------|---------------|--------------|---------------|--------|
|      | Projected             | Actual | Projected     | Actual       | Projected     | Actual |
| 2013 | \$10,900,000          | \$0    | \$10,000,000  | \$18,982,220 | \$0           | \$0    |
| 2014 | \$1,000,000           | \$0    | \$0           | \$0          | \$0           | \$0    |
| 2015 | \$1,000,000           | \$0    | TBD           | \$0          | \$0           | \$0    |
| 2016 | Unknown               |        | Unknown*      |              | Unknown       |        |
| 2017 | Unknown               |        | Unknown*      |              | Unknown       |        |

Fiscal Year 2013 TANF Revenues reflect TANF Contingency Funds

\*Additional TANF Revenues are dependent on the availability of TANF contingency fund.

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Receipt and Disbursement- Refunds**

## DECISION ITEM SUMMARY

| Budget Unit                               | FY 2015             | FY 2015     | FY 2016             | FY 2016     | FY 2017             | FY 2017     | *****      | *****       |
|---|---------------------|-------------|---------------------|-------------|---------------------|-------------|------------|-------------|
| Decision Item                             | ACTUAL              | ACTUAL      | BUDGET              | BUDGET      | DEPT REQ            | DEPT REQ    | SECURED    | SECURED     |
| Budget Object Summary                     | DOLLAR              | FTE         | DOLLAR              | FTE         | DOLLAR              | FTE         | COLUMN     | COLUMN      |
| Fund                                      |                     |             |                     |             |                     |             |            |             |
| <b>RECEIPT &amp; DISBURSEMENT-REFUNDS</b> |                     |             |                     |             |                     |             |            |             |
| <b>CORE</b>                               |                     |             |                     |             |                     |             |            |             |
| PROGRAM-SPECIFIC                          |                     |             |                     |             |                     |             |            |             |
| TITLE XIX-FEDERAL AND OTHER               | 6,561,543           | 0.00        | 5,528,000           | 0.00        | 5,528,000           | 0.00        | 0          | 0.00        |
| FEDERAL AND OTHER                         | 451,703             | 0.00        | 1,500,000           | 0.00        | 1,500,000           | 0.00        | 0          | 0.00        |
| TEMP ASSIST NEEDY FAM FEDERAL             | 1,211               | 0.00        | 27,000              | 0.00        | 27,000              | 0.00        | 0          | 0.00        |
| DEPT OF SOC SERV FEDERAL & OTH            | 181,165             | 0.00        | 5,000,000           | 0.00        | 5,000,000           | 0.00        | 0          | 0.00        |
| FEDERAL STIMULUS-DSS                      | 2,229               | 0.00        | 0                   | 0.00        | 0                   | 0.00        | 0          | 0.00        |
| PHARMACY REBATES                          | 91                  | 0.00        | 25,000              | 0.00        | 25,000              | 0.00        | 0          | 0.00        |
| THIRD PARTY LIABILITY COLLECT             | 368,222             | 0.00        | 369,000             | 0.00        | 369,000             | 0.00        | 0          | 0.00        |
| PREMIUM                                   | 2,649,964           | 0.00        | 2,650,000           | 0.00        | 2,650,000           | 0.00        | 0          | 0.00        |
| TOTAL - PD                                | 10,216,128          | 0.00        | 15,099,000          | 0.00        | 15,099,000          | 0.00        | 0          | 0.00        |
| <b>TOTAL</b>                              | <b>10,216,128</b>   | <b>0.00</b> | <b>15,099,000</b>   | <b>0.00</b> | <b>15,099,000</b>   | <b>0.00</b> | <b>0</b>   | <b>0.00</b> |
| <b>GRAND TOTAL</b>                        | <b>\$10,216,128</b> | <b>0.00</b> | <b>\$15,099,000</b> | <b>0.00</b> | <b>\$15,099,000</b> | <b>0.00</b> | <b>\$0</b> | <b>0.00</b> |

9/25/15 15:59  
lm\_disummary

### CORE DECISION ITEM

Department: Social Services  
 Division: Finance and Administrative Services  
 Core: Receipt and Disbursement - Refunds

Budget Unit: 88853C  
 HB Section: 11.050

#### **1. CORE FINANCIAL SUMMARY**

|                    | FY 2017 Budget Request |                   |                  |                   | FY 2017 Governor's Recommendation |         |       |          |
|--------------------|------------------------|-------------------|------------------|-------------------|-----------------------------------|---------|-------|----------|
|                    | GR                     | Federal           | Other            | Total             | GR                                | Federal | Other | Total    |
| PS                 |                        |                   |                  |                   | PS                                |         |       |          |
| EE                 |                        |                   |                  |                   | EE                                |         |       |          |
| PSD                |                        | 12,055,000        | 3,044,000        | 15,099,000        | PSD                               |         |       |          |
| TRF                |                        |                   |                  |                   | TRF                               |         |       |          |
| <b>Total</b>       |                        | <b>12,055,000</b> | <b>3,044,000</b> | <b>15,099,000</b> | <b>Total</b>                      |         |       | <b>0</b> |
| FTE                |                        |                   | 0.00             |                   | FTE                               |         |       | 0.00     |
| <i>Est. Fringe</i> | 0                      | 0                 | 0                | 0                 | <i>Est. Fringe</i>                | 0       | 0     | 0        |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Third Party Liability Collections Fund (0120)

Premium Fund (0885)

Pharmacy Rebates (0114)

#### **2. CORE DESCRIPTION**

Core budget for the Division of Finance and Administrative Services to manage (refund) incorrectly deposited receipts.

#### **3. PROGRAM LISTING (list programs included in this core funding)**

Receipt and Disbursement - Refunds

## CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 88853C

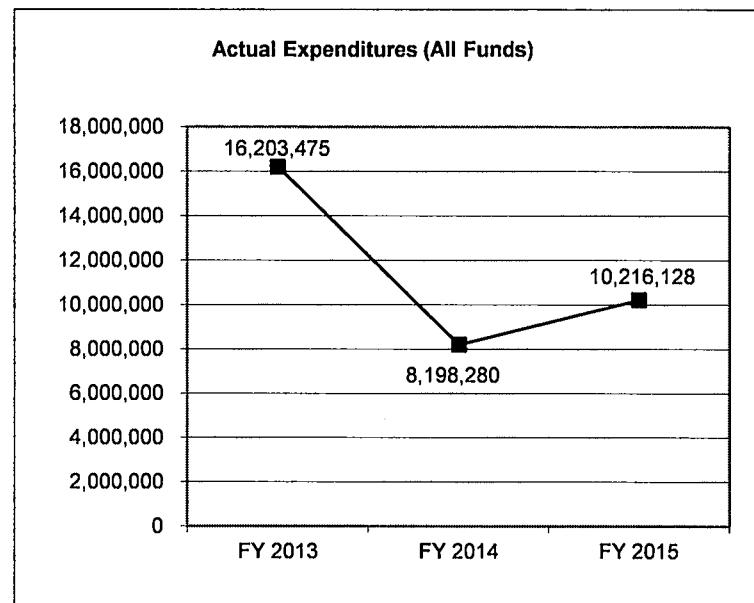
**Division: Finance and Administrative Services**

**HB Section:** 11.050

**Core: Receipt and Disbursement - Refunds**

### 4. FINANCIAL HISTORY

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 2,500,000         | 9,989,000         | 15,099,000        | 15,099,000             |
| Less Reverted (All Funds)       | 0                 | 0                 | 0                 | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 16,374,206        | 9,989,000         | 15,099,000        | N/A                    |
| Actual Expenditures (All Funds) | 16,203,475        | 8,198,280         | 10,216,128        | N/A                    |
| Unexpended (All Funds)          | (13,703,475)      | 1,790,720         | 4,882,872         | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 0                 | 0                 | 0                 | N/A                    |
| Federal                         | (12,411,603)      | 1,359,221         | 4,857,149         | N/A                    |
| Other                           | (1,291,872)       | 431,499           | 25,723            | N/A                    |
|                                 | (1)               | (2)               | (3)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY13 "E" increases and transfers of \$10,122,183 federal fund (0610) due to a repayment of federal deposits in excess of expenditures; \$2,410,405 federal fund (0163); \$12,542 Third Party Liability (0120); \$1,306,419 Premiums (0885)

(2) FY14 "E" authority was removed, additional authority was granted.

(3) FY15 Agency Reserve \$4,700,000 FF.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES RECEIPT & DISBURSEMENT-REFUNDS

#### 5. CORE RECONCILIATION DETAIL

|                                    | Budget Class | FTE         | GR       | Federal           | Other            | Total             | Explanation |
|------------------------------------|--------------|-------------|----------|-------------------|------------------|-------------------|-------------|
| <b>TAFP AFTER VETOES</b>           |              |             |          |                   |                  |                   |             |
|                                    | PD           | 0.00        | 0        | 12,055,000        | 3,044,000        | 15,099,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>12,055,000</b> | <b>3,044,000</b> | <b>15,099,000</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |          |                   |                  |                   |             |
|                                    | PD           | 0.00        | 0        | 12,055,000        | 3,044,000        | 15,099,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>12,055,000</b> | <b>3,044,000</b> | <b>15,099,000</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |          |                   |                  |                   |             |
|                                    | PD           | 0.00        | 0        | 12,055,000        | 3,044,000        | 15,099,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>0</b> | <b>12,055,000</b> | <b>3,044,000</b> | <b>15,099,000</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                               | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|---|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>RECEIPT &amp; DISBURSEMENT-REFUNDS</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                               |                             |                          |                             |                          |                               |                            |                            |                            |
| REFUNDS                                   | 10,216,128                  | 0.00                     | 15,099,000                  | 0.00                     | 15,099,000                    | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD                                | 10,216,128                  | 0.00                     | 15,099,000                  | 0.00                     | 15,099,000                    | 0.00                       | 0                          | 0.00                       |
| <b>GRAND TOTAL</b>                        | <b>\$10,216,128</b>         | <b>0.00</b>              | <b>\$15,099,000</b>         | <b>0.00</b>              | <b>\$15,099,000</b>           | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                           | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |
| FEDERAL FUNDS                             | \$7,197,851                 | 0.00                     | \$12,055,000                | 0.00                     | \$12,055,000                  | 0.00                       |                            | 0.00                       |
| OTHER FUNDS                               | \$3,018,277                 | 0.00                     | \$3,044,000                 | 0.00                     | \$3,044,000                   | 0.00                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.050**

**Program Name: Receipt and Disbursement--Refunds**

**Program is found in the following core budget(s): Receipt and Disbursement--Refunds**

**1. What does this program do?**

These appropriations allows the Department to make timely deposits of all receipts and then to make refunds or corrections when necessary. Pursuing this method creates additional interest earnings for the state treasury. Delaying the deposit of funds increases the chance that funds will be misused. The State Auditor, who routinely reviews the cash receipt function of the department for accuracy and timeliness, endorses prompt deposit of all funds received. The appropriations also affords the division the authority to make correcting payments in the event funds were originally deposited to an inappropriate fund or when refunds to the payer are required due to an original overpayment.

The Department of Social Services receives hundreds of checks daily. Fiscal integrity and internal controls over cash receipts call for prompt deposit of all funds until a determination can be made as to proper deposit or distribution of the funds. A typical transaction would be when insurance companies and/or other parties liable for medical bills of clients reimburse Medicaid for the entire cost of the care rather than only the portion paid by Medicaid. Later, when the proper amount is determined, a refund is issued from this account for the difference. Another frequent use of this appropriation is to refund a portion of the premium paid by a family when they leave the program.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: 660.010, RSMo.

**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

## PROGRAM DESCRIPTION

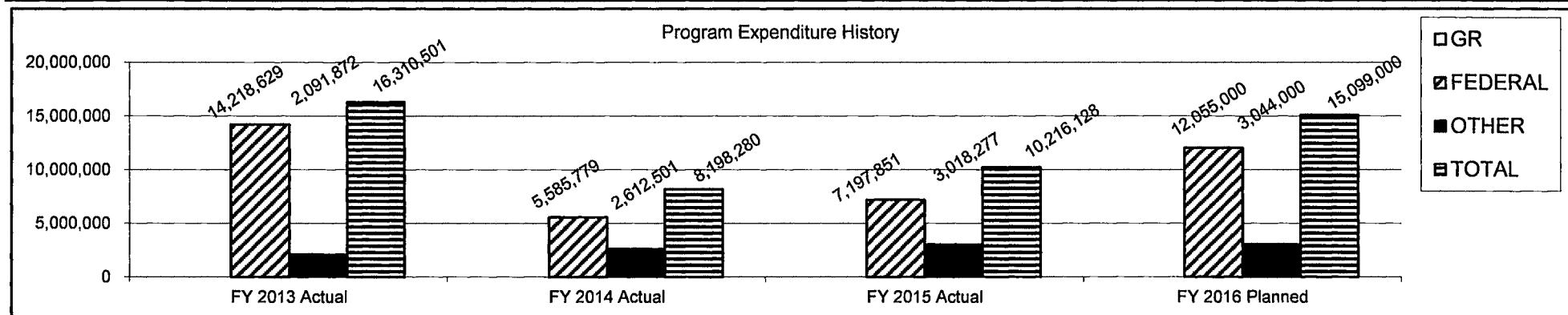
**Department:** Social Services

**HB Section:** 11.050

**Program Name:** Receipt and Disbursement--Refunds

**Program is found in the following core budget(s):** Receipt and Disbursement--Refunds

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other" funds?

Pharmacy Rebates (0114), Third Party Liability Collections Fund (0120), and Premium Fund (0885).

### 7a. Provide an effectiveness measure.

| SFY  | Amount of Refunds Processed |              |
|------|-----------------------------|--------------|
|      | Projected                   | Actual       |
| 2013 | \$6,300,000                 | \$16,310,501 |
| 2014 | \$9,989,000                 | \$8,198,280  |
| 2015 | \$9,989,000                 | \$10,216,128 |
| 2016 | \$15,099,000                |              |
| 2017 | \$15,099,000                |              |

### 7b. Provide an efficiency measure.

N/A

## **PROGRAM DESCRIPTION**

**Department: Social Services**

**HB Section: 11.050**

**Program Name: Receipt and Disbursement--Refunds**

**Program is found in the following core budget(s): Receipt and Disbursement--Refunds**

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Neglected and Delinquent Children**

## DECISION ITEM SUMMARY

| Budget Unit                              | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|--|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>NEGLECTED &amp; DELINQUENT CHLDRN</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| CORE                                     |                             |                          |                             |                          |                               |                            |                            |                            |
| PROGRAM-SPECIFIC                         |                             |                          |                             |                          |                               |                            |                            |                            |
| GENERAL REVENUE                          | 1,389,862                   | 0.00                     | 1,504,000                   | 0.00                     | 1,504,000                     | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD                               | 1,389,862                   | 0.00                     | 1,504,000                   | 0.00                     | 1,504,000                     | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL</b>                             | <b>1,389,862</b>            | <b>0.00</b>              | <b>1,504,000</b>            | <b>0.00</b>              | <b>1,504,000</b>              | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                       | <b>\$1,389,862</b>          | <b>0.00</b>              | <b>\$1,504,000</b>          | <b>0.00</b>              | <b>\$1,504,000</b>            | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |

### CORE DECISION ITEM

Department: Social Services  
 Division: Finance and Administrative Services  
 Core: Neglected and Delinquent Children

Budget Unit: 88854C  
 HB Section: 11.055

#### **1. CORE FINANCIAL SUMMARY**

|       | FY 2017 Budget Request |         |       |                  | FY 2017 Governor's Recommendation |         |       |       |
|-------|------------------------|---------|-------|------------------|-----------------------------------|---------|-------|-------|
|       | GR                     | Federal | Other | Total            | GR                                | Federal | Other | Total |
| PS    |                        |         |       |                  | PS                                |         |       |       |
| EE    |                        |         |       |                  | EE                                |         |       |       |
| PSD   |                        |         |       |                  | PSD                               |         |       |       |
| TRF   |                        |         |       |                  | TRF                               |         |       |       |
| Total | 1,504,000              |         |       | 1,504,000        | Total                             |         |       | 0     |
|       | <b>1,504,000</b>       |         |       | <b>1,504,000</b> |                                   |         |       |       |
| FTE   |                        |         |       | 0.00             | FTE                               |         |       | 0.00  |
|       | <b>Est. Fringe</b>     | 0       | 0     | 0                | <b>Est. Fringe</b>                | 0       | 0     | 0     |
|       |                        |         |       |                  |                                   |         |       |       |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

#### **2. CORE DESCRIPTION**

Core budget for state payments to counties for juveniles in county detention centers, pursuant to Sections 211.151 and 211.156, RSMo

#### **3. PROGRAM LISTING (list programs included in this core funding)**

Payments to counties for neglected and delinquent children.

### CORE DECISION ITEM

**Department: Social Services**

**Budget Unit:** 88854C

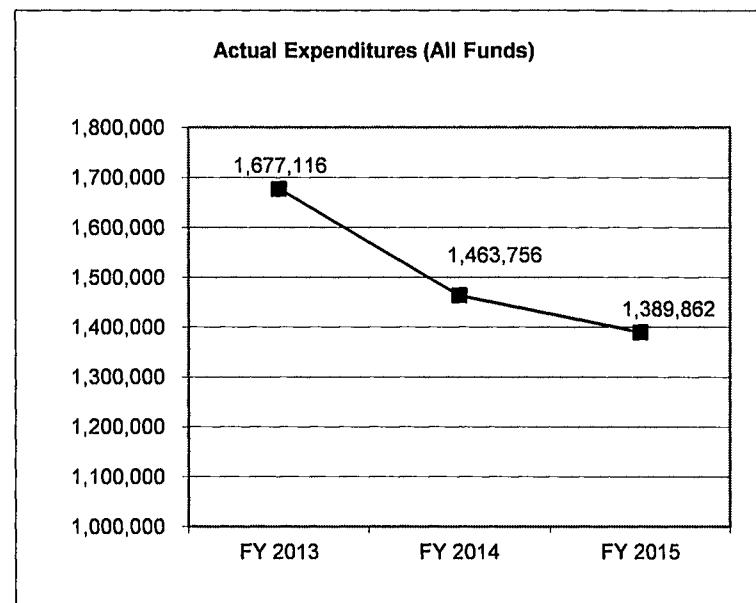
**Division: Finance and Administrative Services**

**HB Section:** 11.055

**Core: Neglected and Delinquent Children**

#### **4. FINANCIAL HISTORY**

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 2,100,000         | 1,900,000         | 1,900,000         | 1,504,000              |
| Less Reverted (All Funds)       | (63,000)          | (57,000)          | (57,000)          | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 2,037,000         | 1,843,000         | 1,843,000         | N/A                    |
| Actual Expenditures (All Funds) | 1,677,116         | 1,463,756         | 1,389,862         | N/A                    |
| Unexpended (All Funds)          | 359,884           | 379,244           | 453,138           | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 359,884           | 379,244           | 453,138           | N/A                    |
| Federal                         | 0                 | 0                 | 0                 | N/A                    |
| Other                           | 0                 | 0                 | 0                 | N/A                    |
|                                 | (1)               |                   | (2)               |                        |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### **NOTES:**

(1) FY14 Core reduction of \$200,000.

(2) FY16 Core reduction of \$96,000

## CORE RECONCILIATION DETAIL

---

**DEPARTMENT OF SOCIAL SERVICES  
NEGLECTED & DELINQUENT CHLDRN**

### **5. CORE RECONCILIATION DETAIL**

---

|                                    | Budget Class | FTE         | GR               | Federal  | Other    | Total            | Explanation |
|------------------------------------|--------------|-------------|------------------|----------|----------|------------------|-------------|
| <b>TAFF AFTER VETOES</b>           |              |             |                  |          |          |                  |             |
|                                    | PD           | 0.00        | 1,504,000        | 0        | 0        | 1,504,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>1,504,000</b> | <b>0</b> | <b>0</b> | <b>1,504,000</b> |             |
| <b>DEPARTMENT CORE REQUEST</b>     |              |             |                  |          |          |                  |             |
|                                    | PD           | 0.00        | 1,504,000        | 0        | 0        | 1,504,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>1,504,000</b> | <b>0</b> | <b>0</b> | <b>1,504,000</b> |             |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |             |                  |          |          |                  |             |
|                                    | PD           | 0.00        | 1,504,000        | 0        | 0        | 1,504,000        |             |
|                                    | <b>Total</b> | <b>0.00</b> | <b>1,504,000</b> | <b>0</b> | <b>0</b> | <b>1,504,000</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                              | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|--|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>NEGLECTED &amp; DELINQUENT CHLDRN</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                              |                             |                          |                             |                          |                               |                            |                            |                            |
| PROGRAM DISTRIBUTIONS                    | 1,389,862                   | 0.00                     | 1,504,000                   | 0.00                     | 1,504,000                     | 0.00                       | 0                          | 0.00                       |
| TOTAL - PD                               | 1,389,862                   | 0.00                     | 1,504,000                   | 0.00                     | 1,504,000                     | 0.00                       | 0                          | 0.00                       |
| <b>GRAND TOTAL</b>                       | <b>\$1,389,862</b>          | <b>0.00</b>              | <b>\$1,504,000</b>          | <b>0.00</b>              | <b>\$1,504,000</b>            | <b>0.00</b>                | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                          | \$1,389,862                 | 0.00                     | \$1,504,000                 | 0.00                     | \$1,504,000                   | 0.00                       |                            | 0.00                       |
| FEDERAL FUNDS                            | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |
| OTHER FUNDS                              | \$0                         | 0.00                     | \$0                         | 0.00                     | \$0                           | 0.00                       |                            | 0.00                       |

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.055

Program Name: Neglected and Delinquent Children

Program is found in the following core budget(s): Neglected and Delinquent Children

### 1. What does this program do?

Provides payments to approximately 25 county youth detention programs for juveniles detained in the juvenile justice system. Payments are made in accordance with Section 211.156 RSMo. at a daily rate between \$14 and \$37 established by appropriation. The General Assembly appropriated funds for FY16 to provide a daily reimbursement rate of \$14 as authorized by law.

County detention facilities administered locally by the counties and circuit courts are part of the continuum of services designed to protect Missourians from youth that have entered the juvenile justice system. Counties submit reimbursement requests to the Division of Finance and Administrative Services (DFAS) monthly. The DFAS requires the counties to certify in writing that the child for whom reimbursement is requested has been detained in accordance with state statute.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: RSMo. 211.151, 211.156

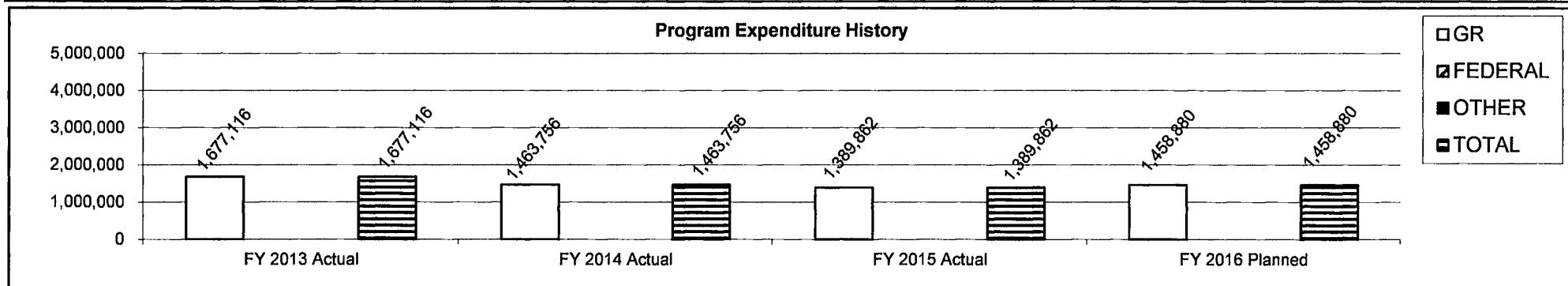
### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.055**

**Program Name: Neglected and Delinquent Children**

**Program is found in the following core budget(s): Neglected and Delinquent Children**

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

N/A

**7b. Provide an efficiency measure.**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

| SFY  | Number of Detention Days Reimbursed |         |
|------|-------------------------------------|---------|
|      | Projected                           | Actual  |
| 2013 | 154,000                             | 119,794 |
| 2014 | 120,000                             | 104,554 |
| 2015 | 105,000                             | 99,276  |
| 2016 | 105,000                             |         |
| 2017 | 105,000                             |         |

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Division of Legal Services**

## DECISION ITEM SUMMARY

| Budget Unit                       | FY 2015            | FY 2015       | FY 2016            | FY 2016       | FY 2017            | FY 2017         | *****             | *****             |
|-----------------------------------|--------------------|---------------|--------------------|---------------|--------------------|-----------------|-------------------|-------------------|
| Decision Item                     | ACTUAL<br>DOLLAR   | ACTUAL<br>FTE | BUDGET<br>DOLLAR   | BUDGET<br>FTE | DEPT REQ<br>DOLLAR | DEPT REQ<br>FTE | SECURED<br>COLUMN | SECURED<br>COLUMN |
| <b>Budget Object Summary</b>      |                    |               |                    |               |                    |                 |                   |                   |
| Fund                              |                    |               |                    |               |                    |                 |                   |                   |
| <b>DIVISION OF LEGAL SERVICES</b> |                    |               |                    |               |                    |                 |                   |                   |
| <b>CORE</b>                       |                    |               |                    |               |                    |                 |                   |                   |
| PERSONAL SERVICES                 |                    |               |                    |               |                    |                 |                   |                   |
| GENERAL REVENUE                   | 1,618,746          | 39.48         | 1,765,703          | 46.62         | 1,555,162          | 41.62           | 0                 | 0.00              |
| DEPT OF SOC SERV FEDERAL & OTH    | 3,033,301          | 73.82         | 3,072,595          | 67.14         | 3,072,595          | 67.14           | 0                 | 0.00              |
| THIRD PARTY LIABILITY COLLECT     | 567,523            | 13.86         | 571,974            | 13.18         | 571,974            | 13.18           | 0                 | 0.00              |
| CHILD SUPPORT ENFORCEMENT FUND    | 78,432             | 1.93          | 167,287            | 3.03          | 167,287            | 3.03            | 0                 | 0.00              |
| TOTAL - PS                        | 5,298,002          | 129.09        | 5,577,559          | 129.97        | 5,367,018          | 124.97          | 0                 | 0.00              |
| EXPENSE & EQUIPMENT               |                    |               |                    |               |                    |                 |                   |                   |
| GENERAL REVENUE                   | 34,991             | 0.00          | 31,577             | 0.00          | 31,577             | 0.00            | 0                 | 0.00              |
| DEPT OF SOC SERV FEDERAL & OTH    | 337,750            | 0.00          | 390,834            | 0.00          | 335,834            | 0.00            | 0                 | 0.00              |
| THIRD PARTY LIABILITY COLLECT     | 32,000             | 0.00          | 90,076             | 0.00          | 90,076             | 0.00            | 0                 | 0.00              |
| TOTAL - EE                        | 404,741            | 0.00          | 512,487            | 0.00          | 457,487            | 0.00            | 0                 | 0.00              |
| PROGRAM-SPECIFIC                  |                    |               |                    |               |                    |                 |                   |                   |
| DEPT OF SOC SERV FEDERAL & OTH    | 40,084             | 0.00          | 0                  | 0.00          | 55,000             | 0.00            | 0                 | 0.00              |
| TOTAL - PD                        | 40,084             | 0.00          | 0                  | 0.00          | 55,000             | 0.00            | 0                 | 0.00              |
| <b>TOTAL</b>                      | <b>5,742,827</b>   | <b>129.09</b> | <b>6,090,046</b>   | <b>129.97</b> | <b>5,879,505</b>   | <b>124.97</b>   | <b>0</b>          | <b>0.00</b>       |
| <b>GRAND TOTAL</b>                | <b>\$5,742,827</b> | <b>129.09</b> | <b>\$6,090,046</b> | <b>129.97</b> | <b>\$5,879,505</b> | <b>124.97</b>   | <b>\$0</b>        | <b>0.00</b>       |

9/25/15 15:59  
lm\_disummary

### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Legal Services  
**Core:** Legal Services

**Budget Unit:** 88912C  
**HB Section:** 11.060

#### **1. CORE FINANCIAL SUMMARY**

|                        | FY 2017 Budget Request |                  |                |                  | FY 2017 Governor's Recommendation |         |       |          |
|------------------------|------------------------|------------------|----------------|------------------|-----------------------------------|---------|-------|----------|
|                        | GR                     | Federal          | Other          | Total            | GR                                | Federal | Other | Total    |
| PS                     | 1,555,162              | 3,072,595        | 739,261        | 5,367,018        | PS                                |         |       |          |
| EE                     | 31,577                 | 335,834          | 90,076         | 457,487          | EE                                |         |       |          |
| PSD                    |                        | 55,000           |                | 55,000           | PSD                               |         |       |          |
| TRF                    |                        |                  |                |                  | TRF                               |         |       |          |
| <b>Total</b>           | <b>1,586,739</b>       | <b>3,463,429</b> | <b>829,337</b> | <b>5,879,505</b> | <b>Total</b>                      |         |       | <b>0</b> |
| <br>FTE                | <br>41.62              | <br>67.14        | <br>16.21      | <br>124.97       | <br>FTE                           |         |       | <br>0.00 |
| <br><i>Est. Fringe</i> | <br>844,899            | <br>1,517,010    | <br>365,557    | <br>2,727,467    | <br><i>Est. Fringe</i>            | <br>0   | <br>0 | <br>0    |

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Third Party Liability Collections Fund (0120)  
Child Support Enforcement Fund (0169)

#### **2. CORE DESCRIPTION**

Core funding for the Division of Legal Services (DLS) to provide comprehensive legal support to all program and support divisions in the Department of Social Services.

#### **3. PROGRAM LISTING (list programs included in this core funding)**

Division of Legal Services

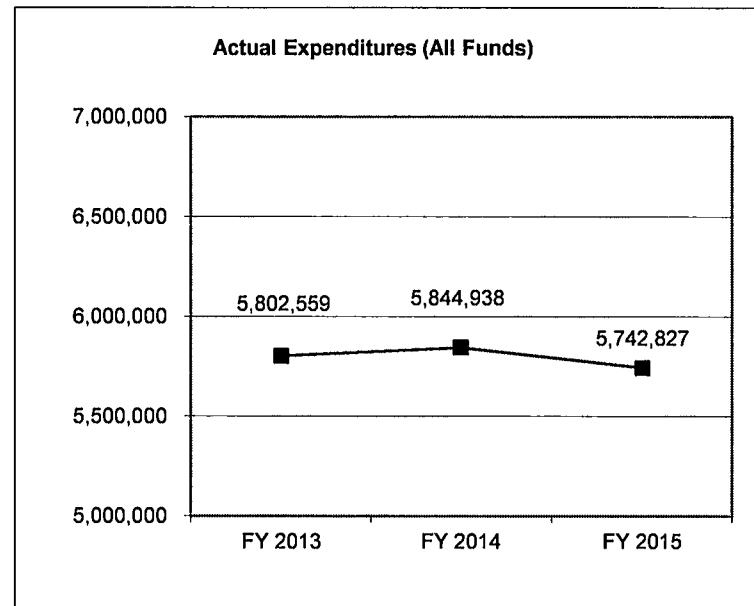
### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Legal Services  
**Core:** Legal Services

**Budget Unit:** 88912C  
**HB Section:** 11.060

#### **4. FINANCIAL HISTORY**

|                                 | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Current Yr. |
|---------------------------------|-------------------|-------------------|-------------------|------------------------|
| Appropriation (All Funds)       | 6,301,862         | 6,247,041         | 6,302,799         | 6,090,046              |
| Less Reverted (All Funds)       | (52,943)          | (50,604)          | (51,146)          | N/A                    |
| Less Restricted (All Funds)     | 0                 | 0                 | 0                 | N/A                    |
| Budget Authority (All Funds)    | 6,248,919         | 6,196,437         | 6,251,653         | N/A                    |
| Actual Expenditures (All Funds) | 5,802,559         | 5,844,938         | 5,742,827         | N/A                    |
| Unexpended (All Funds)          | 446,360           | 351,499           | 508,826           | N/A                    |
| Unexpended, by Fund:            |                   |                   |                   |                        |
| General Revenue                 | 59                | (1)               | 0                 | N/A                    |
| Federal                         | 293,079           | 295,987           | 330,625           | N/A                    |
| Other                           | 153,222           | 55,513            | 178,200           | N/A                    |
|                                 | (1)               | (2)               | (3)               | (4)                    |



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### **NOTES:**

(1) FY13 \$271,354 Federal Fund agency reserve, \$153,065 Third Party Liability fund agency reserve.

(2) FY14 \$271,354 Federal Fund agency reserve, \$54,648 Third Party Liability fund agency reserve.

(3) FY15 core reduction of 2% professional services \$15 GR

(4) FY16 Core reduction \$114,720 GR.

## CORE RECONCILIATION DETAIL

**DEPARTMENT OF SOCIAL SERVICES  
DIVISION OF LEGAL SERVICES**

### 5. CORE RECONCILIATION DETAIL

|                                    | Budget Class | FTE           | GR               | Federal          | Other          | Total            | Explanation  |
|------------------------------------|--------------|---------------|------------------|------------------|----------------|------------------|--|
| <b>TAFF AFTER VETOES</b>           |              |               |                  |                  |                |                  |  |
|                                    | PS           | 129.97        | 1,765,703        | 3,072,595        | 739,261        | 5,577,559        |  |
|                                    | EE           | 0.00          | 31,577           | 390,834          | 90,076         | 512,487          |  |
|                                    | <b>Total</b> | <b>129.97</b> | <b>1,797,280</b> | <b>3,463,429</b> | <b>829,337</b> | <b>6,090,046</b> |  |
| <b>DEPARTMENT CORE ADJUSTMENTS</b> |              |               |                  |                  |                |                  |  |
| Transfer Out                       | 255 9794     | PS            | (5.00)           | (210,541)        | 0              | 0                | (210,541) Transfer pilot program to OSCA   |
| Core Reallocation                  | 266 2965     | EE            | 0.00             | 0                | (55,000)       | 0                | (55,000) Core reallocations will more closely align the budget with planned expenditures |
| Core Reallocation                  | 266 2965     | PD            | 0.00             | 0                | 55,000         | 0                | 55,000 Core reallocations will more closely align the budget with planned expenditures   |
| Core Reallocation                  | 267 9794     | PS            | 0.00             | 0                | 0              | 0                | (0)  |
| Core Reallocation                  | 267 2964     | PS            | 0.00             | 0                | 0              | 0                | 0  |
| Core Reallocation                  | 267 1009     | PS            | 0.00             | 0                | 0              | 0                | (0)  |
| <b>NET DEPARTMENT CHANGES</b>      |              | <b>(5.00)</b> | <b>(210,541)</b> | <b>0</b>         | <b>0</b>       | <b>0</b>         | <b>(210,541)</b>   |
| <b>DEPARTMENT CORE REQUEST</b>     |              |               |                  |                  |                |                  |  |
|                                    | PS           | 124.97        | 1,555,162        | 3,072,595        | 739,261        | 5,367,018        |  |
|                                    | EE           | 0.00          | 31,577           | 335,834          | 90,076         | 457,487          |  |
|                                    | PD           | 0.00          | 0                | 55,000           | 0              | 55,000           |  |
|                                    | <b>Total</b> | <b>124.97</b> | <b>1,586,739</b> | <b>3,463,429</b> | <b>829,337</b> | <b>5,879,505</b> |  |
| <b>GOVERNOR'S RECOMMENDED CORE</b> |              |               |                  |                  |                |                  |  |
|                                    | PS           | 124.97        | 1,555,162        | 3,072,595        | 739,261        | 5,367,018        |  |

## CORE RECONCILIATION DETAIL

---

DEPARTMENT OF SOCIAL SERVICES  
DIVISION OF LEGAL SERVICES

### 5. CORE RECONCILIATION DETAIL

---

| Budget Class                       | FTE           | GR               | Federal          | Other          | Total            | Explanation |
|------------------------------------|---------------|------------------|------------------|----------------|------------------|-------------|
| <b>GOVERNOR'S RECOMMENDED CORE</b> |               |                  |                  |                |                  |             |
| EE                                 | 0.00          | 31,577           | 335,834          | 90,076         | 457,487          |             |
| PD                                 | 0.00          | 0                | 55,000           | 0              | 55,000           |             |
| <b>Total</b>                       | <b>124.97</b> | <b>1,586,739</b> | <b>3,463,429</b> | <b>829,337</b> | <b>5,879,505</b> |             |

**DECISION ITEM DETAIL**

| Budget Unit                       | FY 2015          | FY 2015       | FY 2016          | FY 2016       | FY 2017          | FY 2017       | *****    | *****       |
|-----------------------------------|------------------|---------------|------------------|---------------|------------------|---------------|----------|-------------|
| Decision Item                     | ACTUAL           | ACTUAL        | BUDGET           | BUDGET        | DEPT REQ         | DEPT REQ      | SECURED  | SECURED     |
| Budget Object Class               | DOLLAR           | FTE           | DOLLAR           | FTE           | DOLLAR           | FTE           | COLUMN   | COLUMN      |
| <b>DIVISION OF LEGAL SERVICES</b> |                  |               |                  |               |                  |               |          |             |
| <b>CORE</b>                       |                  |               |                  |               |                  |               |          |             |
| SR OFC SUPPORT ASST (CLERICAL)    | 2,323            | 0.09          | 28,659           | 1.00          | 28,659           | 1.00          | 0        | 0.00        |
| ADMIN OFFICE SUPPORT ASSISTANT    | 127,324          | 4.07          | 183,886          | 4.49          | 127,324          | 4.49          | 0        | 0.00        |
| OFFICE SUPPORT ASST (KEYBRD)      | 232,085          | 10.18         | 255,180          | 11.00         | 232,085          | 11.00         | 0        | 0.00        |
| SR OFC SUPPORT ASST (KEYBRD)      | 390,856          | 15.13         | 327,846          | 12.00         | 327,846          | 12.00         | 0        | 0.00        |
| RESEARCH ANAL I                   | 34,755           | 1.00          | 34,916           | 1.00          | 34,916           | 1.00          | 0        | 0.00        |
| EXECUTIVE I                       | 0                | 0.00          | 29,349           | 1.00          | 29,349           | 1.00          | 0        | 0.00        |
| PROGRAM DEVELOPMENT SPEC          | 44,064           | 1.00          | 44,277           | 1.00          | 44,277           | 1.00          | 0        | 0.00        |
| CLAIMS & RESTITUTION TECH I       | 0                | 0.00          | 400              | 0.16          | 400              | 0.16          | 0        | 0.00        |
| CLAIMS & RESTITUTION TECH II      | 0                | 0.00          | 137              | 0.02          | 137              | 0.02          | 0        | 0.00        |
| INVESTIGATOR I                    | 164,551          | 5.16          | 108,253          | 2.00          | 108,253          | 2.00          | 0        | 0.00        |
| INVESTIGATOR II                   | 596,730          | 15.69         | 775,022          | 16.75         | 564,481          | 11.75         | 0        | 0.00        |
| INVESTIGATOR III                  | 533,552          | 12.67         | 748,215          | 15.02         | 748,215          | 15.02         | 0        | 0.00        |
| HEARINGS OFFICER                  | 0                | 0.00          | 252              | 0.00          | 252              | 0.00          | 0        | 0.00        |
| INVESTIGATION MGR B1              | 49,225           | 0.99          | 88,833           | 2.00          | 88,833           | 2.00          | 0        | 0.00        |
| SOCIAL SERVICES MGR, BAND 1       | 42,481           | 1.00          | 42,421           | 1.00          | 42,421           | 1.00          | 0        | 0.00        |
| DIVISION DIRECTOR                 | 92,727           | 1.00          | 93,215           | 1.00          | 93,228           | 1.00          | 0        | 0.00        |
| DEPUTY DIVISION DIRECTOR          | 72,774           | 1.01          | 73,739           | 1.00          | 73,739           | 1.00          | 0        | 0.00        |
| LEGAL COUNSEL                     | 1,435,006        | 27.84         | 1,427,215        | 30.29         | 1,427,215        | 30.29         | 0        | 0.00        |
| HEARINGS OFFICER                  | 1,081,077        | 24.07         | 1,023,357        | 22.37         | 1,114,658        | 22.90         | 0        | 0.00        |
| CLERK                             | 0                | 0.00          | 11,531           | 0.53          | 0                | 0.00          | 0        | 0.00        |
| TYPIST                            | 0                | 0.00          | 126              | 0.00          | 0                | 0.00          | 0        | 0.00        |
| MISCELLANEOUS TECHNICAL           | 293              | 0.00          | 0                | 0.00          | 0                | 0.00          | 0        | 0.00        |
| MISCELLANEOUS PROFESSIONAL        | 54,724           | 0.83          | 58,605           | 1.12          | 58,605           | 1.12          | 0        | 0.00        |
| SPECIAL ASST PROFESSIONAL         | 193,698          | 3.36          | 57,183           | 1.00          | 57,183           | 1.00          | 0        | 0.00        |
| SPECIAL ASST OFFICE & CLERICAL    | 149,757          | 4.00          | 156,861          | 4.00          | 156,861          | 4.00          | 0        | 0.00        |
| INVESTIGATOR                      | 0                | 0.00          | 8,081            | 0.22          | 8,081            | 0.22          | 0        | 0.00        |
| <b>TOTAL - PS</b>                 | <b>5,298,002</b> | <b>129.09</b> | <b>5,577,559</b> | <b>129.97</b> | <b>5,367,018</b> | <b>124.97</b> | <b>0</b> | <b>0.00</b> |
| TRAVEL, IN-STATE                  | 34,901           | 0.00          | 36,025           | 0.00          | 36,025           | 0.00          | 0        | 0.00        |
| TRAVEL, OUT-OF-STATE              | 6,055            | 0.00          | 1,459            | 0.00          | 1,459            | 0.00          | 0        | 0.00        |
| SUPPLIES                          | 163,165          | 0.00          | 92,453           | 0.00          | 116,288          | 0.00          | 0        | 0.00        |
| PROFESSIONAL DEVELOPMENT          | 36,996           | 0.00          | 48,325           | 0.00          | 38,325           | 0.00          | 0        | 0.00        |
| COMMUNICATION SERV & SUPP         | 86,973           | 0.00          | 148,978          | 0.00          | 143,978          | 0.00          | 0        | 0.00        |

**DECISION ITEM DETAIL**

| Budget Unit                       | FY 2015<br>ACTUAL<br>DOLLAR | FY 2015<br>ACTUAL<br>FTE | FY 2016<br>BUDGET<br>DOLLAR | FY 2016<br>BUDGET<br>FTE | FY 2017<br>DEPT REQ<br>DOLLAR | FY 2017<br>DEPT REQ<br>FTE | *****<br>SECURED<br>COLUMN | *****<br>SECURED<br>COLUMN |
|-----------------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|----------------------------|
| <b>DIVISION OF LEGAL SERVICES</b> |                             |                          |                             |                          |                               |                            |                            |                            |
| <b>CORE</b>                       |                             |                          |                             |                          |                               |                            |                            |                            |
| PROFESSIONAL SERVICES             | 29,922                      | 0.00                     | 78,309                      | 0.00                     | 29,309                        | 0.00                       | 0                          | 0.00                       |
| HOUSEKEEPING & JANITORIAL SERV    | 489                         | 0.00                     | 1,276                       | 0.00                     | 1,276                         | 0.00                       | 0                          | 0.00                       |
| M&R SERVICES                      | 21,151                      | 0.00                     | 36,359                      | 0.00                     | 21,524                        | 0.00                       | 0                          | 0.00                       |
| COMPUTER EQUIPMENT                | 1,011                       | 0.00                     | 0                           | 0.00                     | 0                             | 0.00                       | 0                          | 0.00                       |
| MOTORIZED EQUIPMENT               | 0                           | 0.00                     | 30,165                      | 0.00                     | 30,165                        | 0.00                       | 0                          | 0.00                       |
| OFFICE EQUIPMENT                  | 2,893                       | 0.00                     | 10,684                      | 0.00                     | 10,684                        | 0.00                       | 0                          | 0.00                       |
| OTHER EQUIPMENT                   | 14,177                      | 0.00                     | 7,252                       | 0.00                     | 7,252                         | 0.00                       | 0                          | 0.00                       |
| PROPERTY & IMPROVEMENTS           | 0                           | 0.00                     | 380                         | 0.00                     | 380                           | 0.00                       | 0                          | 0.00                       |
| BUILDING LEASE PAYMENTS           | 619                         | 0.00                     | 8,138                       | 0.00                     | 8,138                         | 0.00                       | 0                          | 0.00                       |
| EQUIPMENT RENTALS & LEASES        | 372                         | 0.00                     | 2,667                       | 0.00                     | 2,667                         | 0.00                       | 0                          | 0.00                       |
| MISCELLANEOUS EXPENSES            | 6,017                       | 0.00                     | 10,017                      | 0.00                     | 10,017                        | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL - EE</b>                 | <b>404,741</b>              | <b>0.00</b>              | <b>512,487</b>              | <b>0.00</b>              | <b>457,487</b>                | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| DEBT SERVICE                      | 40,084                      | 0.00                     | 0                           | 0.00                     | 55,000                        | 0.00                       | 0                          | 0.00                       |
| <b>TOTAL - PD</b>                 | <b>40,084</b>               | <b>0.00</b>              | <b>0</b>                    | <b>0.00</b>              | <b>55,000</b>                 | <b>0.00</b>                | <b>0</b>                   | <b>0.00</b>                |
| <b>GRAND TOTAL</b>                | <b>\$5,742,827</b>          | <b>129.09</b>            | <b>\$6,090,046</b>          | <b>129.97</b>            | <b>\$5,879,505</b>            | <b>124.97</b>              | <b>\$0</b>                 | <b>0.00</b>                |
| GENERAL REVENUE                   | \$1,653,737                 | 39.48                    | \$1,797,280                 | 46.62                    | \$1,586,739                   | 41.62                      | 0.00                       |                            |
| FEDERAL FUNDS                     | \$3,411,135                 | 73.82                    | \$3,463,429                 | 67.14                    | \$3,463,429                   | 67.14                      | 0.00                       |                            |
| OTHER FUNDS                       | \$677,955                   | 15.79                    | \$829,337                   | 16.21                    | \$829,337                     | 16.21                      | 0.00                       |                            |

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### **1. What does this program do?**

The Division of Legal Services (DLS) provides comprehensive legal support to all program and support divisions in the Department of Social Services (DSS) to assist these agencies in accomplishing the Department's goals and objectives.

DLS is functionally organized into four major sections:

#### Litigation

The Litigation Section provides legal counsel and representation to the Department of Social Services and its separate divisions. The Chief Counsel for Litigation administers the section and assists the General Counsel in providing legal assistance and advice to the DSS Director to ensure that the programs and policies of the Department are implemented in the manner provided by law. Litigation attorneys are based in offices in Jefferson City, St. Louis, Independence and Springfield.

The primary focus of the litigation attorneys is to provide legal representation to the Children's Division (CD) in Juvenile Court to support the children in achieving safe, stable, permanent homes; to ensure integrity and accountability in the administration of income maintenance programs and to combat waste, fraud and abuse in DSS' programs. DLS attorneys have also represented DSS in administrative hearings in TANF (Temporary Assistance for Needy Families) drug testing cases in SFY 2014. Additional duties include:

- providing legal advice and representation to the child abuse and neglect hotline system, and defending the decisions made by the Department in Circuit Court;
- providing competent and zealous litigation support to CD in child abuse and neglect investigations, enhancing the effectiveness of the program by ensuring that perpetrators of abuse and neglect are properly identified in the Central Registry;
- providing legal advice, training and courtroom representation for CD in the Juvenile and Circuit Courts of the State;
- providing legal advice and representation to CD on matters relating to licensure of foster homes, including actions pertaining to sanctioning of these entities;
- providing legal research to the Department's General Counsel and the program divisions;
- reviewing proposed legislation and preparing fiscal notes;
- reviewing and drafting of contracts between divisions and nongovernmental service providers;
- reviewing and drafting memorandums of understanding between the department/divisions and other governmental entities;
- providing legal advice and courtroom representation to the Division of Youth Services to assure that its mission of addressing the needs of delinquent youth is attained;
- providing legal advice and counsel to the MO HealthNet Division in administering the MO HealthNet program;
- providing legal advice, representation and counsel to the Family Support Division in administering the income maintenance and child support programs;
- serving as a liaison between the Department and its divisions, and the Missouri Attorney General's Office on cases involving litigation involving the Department;
- providing legal advice and counsel to the other support divisions within the Department.

#### Administrative Hearings

The Administrative Hearings Section is comprised of hearing officers based in Jefferson City, St. Louis and Independence who conduct hearings related to child support enforcement and public benefits. The licensed attorneys who conduct child support hearings are qualified and trained to provide full and fair hearings in all facets of the child support process, including establishment, enforcement, and modification of administrative child support orders.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

Hearing officers within the Administrative Hearings Section also provide full and fair administrative hearings for public benefit and service recipients who are challenging a decision of the Family Support Division or the MO HealthNet Division. These due process hearings provide a forum for determining whether the denial or termination of public benefits or services was justified. These hearing officers are able to provide due process to all participants expeditiously and promote the integrity of state programs, including food stamps, cash assistance, and medical assistance programs.

Hearing officers also hear provider appeals of Children's Divisions' decisions to deny or revoke the registration of child care providers from the state's childcare subsidy program and conduct hearings on adoption and foster home licensure.

### Investigations

The Investigation Section is divided into three units: Welfare Investigations, Claims and Restitution, and Special Assignment Unit.

The Welfare Investigation Unit (WIU) is divided into five regions: Independence, St. Louis, Jefferson City, Springfield, and Sikeston. The WIU primarily investigates allegations of recipient fraud and abuse involving the various public assistance programs administered by DSS including but not limited to: Food Stamps, TANF, Blind Pension, Child Care (recipient and provider), MO HealthNet (MHD), Energy Assistance, and complaints of EBT trafficking. WIU also investigates employee threat referrals from all divisions of DSS.

The Claims and Restitution (C&R) unit operates and manages the Claims Accounting Restitution System (CARS). The CARS system tracks the establishment and collection efforts of all claims in the public assistance programs administered by DSS. The C&R unit also administers the Treasury Offset Program (TOP) and initiates collection actions, locates persons owning monies to the Department of Social Services, monitors payments and takes appropriate action on delinquent accounts. The TOP provides for the interception of individuals' federal income tax refunds to satisfy outstanding food stamp overpayments.

The Special Assignment Unit (SAU) is responsible for conducting criminal, personnel, and internal investigations to strengthen departmental integrity and for furnishing technical support and investigative assistance to the various DSS divisions in their administration and control of departmental programs. The SAU also assists in locating persons, identifying resources, conducting background investigations and associated research in support of DSS investigations, and conducting background checks on prospective DSS employees.

### State Technical Assistance Team

The State Technical Assistance Team (STAT) assists in the investigation of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality cases, as described in Sections 660.520 to 660.527, RSMo, upon the request of local, state or federal law enforcement, prosecuting officials, Department of Social Services staff, representatives of the family courts, medical examiner, coroner or juvenile officer. As licensed peace officers by the Director of the Department of Public Safety pursuant to Chapter 590, RSMo, STAT investigators are deemed peace officers and have powers of arrest, limited to offenses involving child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality. STAT assists county multidisciplinary teams in the development and implementation of protocols for the investigation and prosecution of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality.

STAT also manages Missouri's Child Fatality Review Program (RSMo 210.192, et. al.) with multidisciplinary panels in 114 counties and the City of St. Louis. Based on information received, risks to children are identified and prevention strategies are developed.

DLS also coordinates the department's compliance with the federal Health Insurance Portability and Accountability Act (HIPPA). HIPPA requires that the Department have a privacy officer to oversee the Department's implementation of HIPPA standards within the Department and training of Department employees on HIPPA standards and the continuous compliance with the rules.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.060

Program Name: Division of Legal Services

Program is found in the following core budget(s): Division of Legal Services

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapters 205, 207, 208, 210, 211, 219, 452, 453, 454, 455, 473, 621, 660 RSMo.; Medicaid 42 USC Chapter 7 subchapter XIX, Section 1396; 20 CFR 404 1001-1096; 1501-1675 subchapter 8(1,2); 42 CFR 440-441,483; 45 CFR 205 and 206; TANF 45 CFR 233, 261, 262; 7 CFR 273.15; 7 CFR 273.16(e); 45 CFR 303.101; 45 CFR 302.50; 45 CFR 302.70 (2); 45 CFR 303.8(B); 45 CFR 303.100; 45 CFR 303.105; 7 CFR Section 273.18; 42 CFR Section 456.3(a); CFR Section 456.1--456.23; 42 USC Section 5106a; 42 USC Sections 670-680.

### 3. Are there federal matching requirements? If yes, please explain.

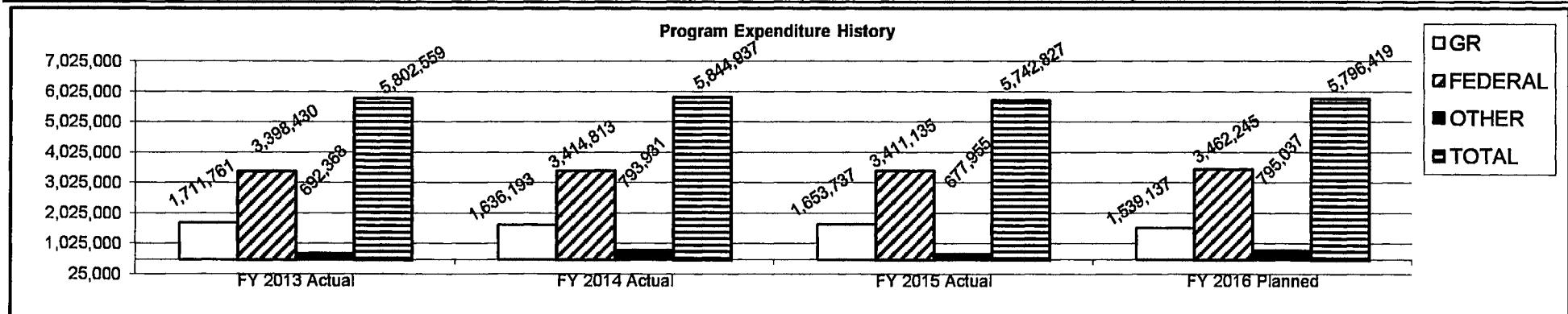
Federal matching requirements depend on the program DLS is supporting. For example, expenditures related to seeking permanency for children in the care and custody of the Children's Division could be eligible for the IV-E administrative match of 50% federal/50% state. Other expenditures are pooled with other administrative expenditures to earn a federal indirect rate.

### 4. Is this a federally mandated program? If yes, please explain.

Yes, in some areas. The Division of Legal Services (DLS) performs administrative hearings for the following federally mandated programs: MO HealthNet, TANF, Food Stamps and Child Support. DLS provides investigation services for food stamp fraud, claims and restitution and MO HealthNet fraud. The litigation section manages cases related to MO HealthNet utilization, child protection and permanency planning in the areas of foster care, adoption and reunification.

A complete list of federal mandates can be found with each program description in the Divisions that administer the above listed programs.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2016 expenditures are net or reserves and reverted.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### **6. What are the sources of the "Other" funds?**

Third Party Liability Collections Fund (0120) and Child Support Enforcement Fund (0169).

### **7a. Provide an effectiveness measure**

Average Number of Months Between Permanency Planning Case Assignment to Attorney and Closure

| SFY  | Projected | Actual |
|------|-----------|--------|
| 2013 | 12.0      | 12.0   |
| 2014 | 12.0      | 11.0   |
| 2015 | 12.0      | 12.0   |
| 2016 | 12.0      |        |
| 2017 | 12.0      |        |

Average Number of Days Between the Date a Child Support Hearing Request is Received to the Date of the Hearing

| SFY  | Projected | Actual |
|------|-----------|--------|
| 2013 | 90        | 23     |
| 2014 | 30        | 24     |
| 2015 | 30        | 15     |
| 2016 | 21        |        |
| 2017 | 21        |        |

### **7b. Provide an efficiency measure.**

Annual Recovered Amount of Fraudulently Received Public Assistance Benefits

| SFY  | Projected     | Actual*       |
|------|---------------|---------------|
| 2013 | \$1.7 million | \$1.7 million |
| 2014 | \$1.7 million | \$1.7 million |
| 2015 | \$1.7 million | \$1.5 million |
| 2016 | \$1.5 million |               |
| 2017 | \$1.5 million |               |
| 2018 | \$1.5 million |               |

\*Includes money collected from the Treasury Offset Program.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### **7c. Provide the number of clients/individuals served, if applicable.**

| SFY  | Number of Protective* Service Cases Closed |        | Hearing Section Decisions |        | Investigations Concluded (Investigation Section) |        | Criminal Investigation Concluded (STAT) |        |
|------|--|--------|---------------------------|--------|--|--------|---|--------|
|      | Projected                                  | Actual | Projected                 | Actual | Projected  | Actual | Projected                               | Actual |
| 2013 | 1,100                                      | 1,251  | 29,934                    | 30,815 | 6,500  | 3,724  | 225                                     | 164**  |
| 2014 | 1,100                                      | 1,207  | 30,000                    | 20,135 | 5,000  | 4,489  | 200                                     | 177    |
| 2015 | 1,100                                      | 1,534  | 30,000                    | 18,072 | 5,000  | 6,125  | 200                                     |        |
| 2016 | 1,100                                      |        | 25,000                    |        | 5,000  |        | 200                                     |        |
| 2017 | 1,100                                      |        | 25,000                    |        | 5,000  |        | 200                                     |        |

\*DLS/Litigation: In addition to protective services cases, DLS/Litigation attorneys closed an additional 4,459 legal matters in SFY 2015 that are not reflected in the permanency statistics. These matters include, defense of hotline decisions in circuit court, TA drug testing cases, subpoenas, foster care licensure, contract matters, legal advice and other matters.

\*\*STAT experienced a decrease in concluded cases due to investigative staff turnover. Additionally, due to the complexity of cases where field investigations involved high technology examinations of computer and mobile devices, separate case numbers were not assigned for the examinations, making it simpler to maintain reports and evidence all under one case number.

### **7d. Provide a customer satisfaction measure, if available.**

N/A